

Statement of Community Involvement



How the council intends to consult the community on the preparation of local development documents and planning applications

Adopted December 2012

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1 Introduction	3
2 The Local Plan	4
3 Wandsworth's Approach	6
Development Plan Documents (DPDs)	6
Supplementary Planning Documents (SPDs)	6
Localism and the Duty to Co-operate	6
National Planning Policy Framework (NPPF)	7
4 Who We Should Consult	8
5 Types of Community Involvement	10
6 Community Involvement in the Local Plan Process	13
The process of producing documents	13
Supplementary Planning Documents	13
Neighbourhood Plans and Development Orders	14
Community Infrastructure Levy (CIL)	14
Reporting back	15
7 Consulting the Community on Planning Applications	16
Pre-application discussions	16
Pre-application consultation	16
Publicising planning applications	16
How to comment	18
Taking views into account	18
Letting people know the outcome	18
8 Review of the SCI	19
9 Further Information	20

Appendix

Appendix 1 - Community Involvement in Planning Applications 21

1 Introduction

1.1 This Statement of Community Involvement (SCI) sets out how and when the community and other stakeholders will be consulted on the preparation and revision of Local Development Documents that will make up the Local Plan and how the community will be consulted on planning applications. The SCI seeks to ensure the active, meaningful and continued involvement of local communities and stakeholders throughout the process. This Council first adopted a SCI in 2007 and this document has been updated to comply with new legislation.

1.2 Planning shapes the places where people live and work, so it is right that people should be able to take an active part in the process. Community involvement is vitally important to planning. It is also important that the community can be involved from the beginning of the process, identifying issues and debating options from the earliest stages.

1.3 Wandsworth has long had a commitment to involve the public in the development of services. Our aim is that by involving the whole community in the planning process we can create a strategy for development within Wandsworth that meets the aspirations of the widest possible range of people, communities, organisations and businesses.

2 The Local Plan

2.1 The Planning and Compulsory Purchase Act (2004) introduced the system of **Development Plan Documents (DPDs)**. The **National Planning Policy Framework (NPPF)** has introduced changes to national policy and guidance replacing all previous Planning Policy Guidance (PPG) and Planning Policy Statements (PPS). The NPPF refers to the collection of documents that make up the statutory plan for a Local Planning Authority (LPA) as the 'Local Plan' which is broadly synonymous with the **Local Development Framework (LDF)** set out in the now superseded PPS12. The LDF documents that the Council has adopted will now need to be reviewed in light of the publication on the NPPF to ensure that Wandsworth's policies are in line with the government's aims.

2.2 The documents that make up the Local Plan set out the spatial plan for how growth and development will be managed in Wandsworth. These documents form the statutory development plan for the Borough. As part of this process the Council has prepared this **Statement of Community Involvement**. The various elements of the system are explained below.

- **Local Development Documents** - these include Development Plan Documents (DPDs) and Supplementary Planning Documents (SPDs). The DPDs must be in general conformity with the Mayor of London's Spatial Development Strategy (the London Plan). Together with the London Plan, they will, when adopted, constitute the statutory development plan for the Borough. SPDs can provide further detail and guidance on policies set out in Development Plan Documents
- **Local Development Scheme** – the project plan for preparation of the Local Plan
- **Statement of Community Involvement (this document)** – setting out the Council's arrangements for involvement of the public and other stakeholders in the preparation of Local Development Documents and in consultation on planning applications for development proposals
- **Monitoring** - The progress of Local Plans is monitored to record and assess the effectiveness of key policies and progress with targets and milestones for the preparation of the plan, including any requirement to amend the Local Development Scheme, details can be found on the Council's website at: www.wandsworth.gov.uk/amr
- **Neighbourhood Plans** - The Localism Act (2011) introduced reforms to planning system and enables communities, through the establishment of Neighbourhood Forums to create Neighbourhood Plans for their area with the support of the Council. The Neighbourhood Planning (General) Regulations 2012 provide further detail to the process of Neighbourhood Planning, including the consultation and publication of neighbourhood areas, forums and plans.

2.3 DPDs are subject to an ongoing process of sustainability appraisal, to ensure that the policies are soundly based on economic, social and environmental grounds. Public consultation and stakeholder involvement are key in the preparation of DPDs. Consultation will be conducted on the broad subject of each DPD as appropriate. Following this, the Council will publish a draft of each document (the 'Publication' version) for consultation and will make

revisions based on the responses before these Documents are submitted to the Secretary of State. The documents will then be subject to independent scrutiny with inspectors considering the soundness of each Development Plan Document, including the procedures followed, the required conformity with other documents, and taking into account any representations received. Inspectors' recommendations may be binding.

3 Wandsworth's Approach

Development Plan Documents (DPDs)

3.1 The Local Plan for Wandsworth is made up of three main DPDs. The Core Strategy, the Development Management Policies Document (DMPD) and Site Specific Allocations Document (SSAD), all of which are in conformity with the London Plan.

3.2 The Council produced the Core Strategy DPD first. This sets out the Council's vision for the sort of place it wants the Borough to be and how the area should change over the next 10-15 years. It establishes a balance between growth, regeneration and environmental protection. The Site Specific Allocations Document (SSAD) sets out the main sites where development or other change is anticipated or where the Council has particular objectives or is supporting or promoting specific proposals. The Development Management Policies Document (DMPD) supports the Core Strategy and London Plan and sets out the Council's detailed policies for managing development in the Borough. Both the DMPD and SSAD support the Core Strategy.

3.3 Extensive consultation was conducted during the process of producing the Core Strategy, DMPD and SSAD and following independent examination the Core Strategy was adopted in October 2010 and the DMPD and SSAD were adopted in February 2012. All local plan documents will be reviewed to ensure that the policies are up-to-date and effective and in line with national and regional policy. The Local Development Scheme (LDS) sets out the timetable for the production or review of DPDs and is available on the Council's website www.wandsworth.gov.uk/localplan.

3.4 The adopted Proposals Map that accompanies the Local Plan incorporates the adopted policies in the Core Strategy, DMPD and SSAD and will need to be successively updated to reflect changes arising from reviews of the documents.

Supplementary Planning Documents (SPDs)

3.5 Supplementary Planning documents add further detail to the policies in the Local Plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. SPDs are capable of being a material consideration in planning decisions but are not part of the development plan. The Council is currently progressing a number of SPDs on topics such as housing, planning obligations, refuse and recyclables and local views. A list of these documents and a timetable for their production is set out in the LDS.

Localism and the Duty to Co-operate

3.6 The Local Plan is intended as a spatial plan and the mechanism by which all strategies and plans which affect development and the environment in Wandsworth are delivered. As such it is important that the Local Plan is produced taking into account all the relevant strategies and plans that affect the Borough. The Localism Act (2011) has introduced the

Duty to Co-operate which requires planning authorities and other public bodies to actively engage and work jointly on strategic matters. London is unique in retaining the London Plan which acts to co-ordinate regional strategy in London. There are a number of issues such as transport, flood risk and waste management that have impacts that cross borough boundaries in the context set by the London Plan. The Council will explore appropriate approaches to such issues jointly with neighbouring boroughs and public bodies to ensure that strategic priorities are reflected in the Local Plan.

National Planning Policy Framework (NPPF)

3.7 The NPPF replaces all previous national Planning Policy Statements (PPS) and Planning Policy Guidance (PPG) documents; setting out the government's vision for the planning system and how policies should be applied. The NPPF stresses the importance of a plan-led system and re-iterates the role of early and meaningful engagement and collaboration with neighbourhoods, local organisations and businesses to produce a Local Plan that reflects the vision and aspirations of local communities.

4 Who We Should Consult

4.1 The Government requires us to consult “specific consultation bodies” and other interest groups which cover the whole range of voluntary, community, special interest, amenity and business interests, referred to as “general consultation bodies”. The following lists also relate to successor bodies where reorganisation has occurred.

Specific Consultation Bodies:

4.2 The Town and Country Planning (Local Planning) (England) Regulations 2012 define the following bodies as ‘specific consultation bodies’:

- The Coal Authority
- The Environment Agency
- English Heritage (Historic Buildings and Monuments Commission for England)
- Marine Management Organisation
- Natural England
- Network Rail Infrastructure Limited
- The Highways Agency
- Adjoining Local Planning Authorities
- Relevant telecommunications companies
- Wandsworth PCT or successor body
- Relevant electricity and gas companies
- Thames Water
- The Mayor of London (including the designated housing function and TfL)

4.3 The Council will consult the following bodies on the Scope of Sustainability Appraisals where relevant:

- Environment Agency
- Natural England
- English Heritage

General Consultation Bodies

4.4 The Government has defined General Consultation Bodies as voluntary bodies some or all of whose activities benefit any part of the authority’s area and other bodies who represent, in the authority’s area, the interests of different racial, ethnic or national groups; different religious groups; disabled persons; and, business interests.

4.5 Our own consultation database contains over 1,000 groups, organisations and companies from the following categories:-

- Adjoining boroughs
- Advice and information groups

- Amenity groups
- Architects, planners and other professionals
- Builders
- Community groups
- Conservation and heritage groups
- Developers
- Disability groups
- Education/children/young people's group
- Elderly groups
- Employment/business interests
- Environmental groups
- Ethnic minority groups
- 'Friends of' groups
- Health organisations
- House builders
- Housing associations
- Police and other emergency services
- Political parties
- Regeneration groups and partnerships
- Religious groups
- Residents and tenants groups
- River and Riverside interest group
- Shopkeepers
- Sport and leisure groups
- Statutory consultees
- Town centre partnerships
- Transport groups
- Utility companies
- Women's groups

4.6 A database containing contact details of groups and individuals in the list above was created at the start of the LDF process and has since been continually updated as consultations have taken place. The database is linked to our online consultation portal and also contains comments and representations made on previous LDF consultations. The database is open for any group or individual to register and receive notifications of future Local Plan consultation events and contains over 1,000 groups and individuals.

4.7 Interested parties wishing to be added to the consultation database should email planningpolicy@wandsworth.gov.uk.

5 Types of Community Involvement

5.1 Based on our existing experience and practice, analysis of the Wandsworth community and the response to earlier consultations on the DPDs, there is a range of possible methods and types of community involvement that the Council will use in the Local Plan process and for planning applications.

5.2 Since the first SCI was adopted there have been significant changes in the way people interact with the Council. Access to the internet has increased and there has been a large shift towards online services. The majority of planning applications and responses to consultations on planning policy and planning applications are now received online or by email rather than by post. The Council also makes best use of the wandsworth.gov.uk website, including consulting using our online interactive portal and displaying information through interactive proposals maps where appropriate.

5.3 The Council recognises that not everyone has access to the internet, while the libraries provide a free way of accessing information and participating in online consultations, documents will also be available in a variety of formats to encourage the widest possible readership. This includes paper, electronic and large print and other formats on request.

5.4 The consultation methods the Council will use are set out below.

Table 5.1

Method	Main considerations and benefits
Documents available for inspection at Wandsworth Town Hall, and at selected libraries in the borough including Balham, Battersea, Putney, Tooting and Wandsworth	This is a minimum requirement as set out in the Regulations (The Town and Country Planning (Local Planning) (England) Regulations 2012). The availability of these documents will be advertised by a variety of ways, including by letter, web-site and e-mail. All locations are accessible to people with disabilities.
Letters/emails to specific consultation bodies, as listed in the Regulations.	This is a minimum requirement. The relevant bodies will be notified at the appropriate time during the preparation of each LDD.
Website – to be used for publishing documents and supporting information, newsletters and progress updates and interactive consultation exercises.	The website is the key element in consultation on planning applications and policy documents. It already contains a large amount of information planning application records going back to 1948 and all current planning applications as well as all current Local Plan and archive LDF documents including the evidence base The planning pages are the most popular on the Council's website and have already been used for extensive consultation on the LDF. Users of the website can track the

Method	Main considerations and benefits
	<p>progress of the LDDs and planning applications and can view consultation responses. Anyone interested in being consulted on Local Plan documents can register for updates through the consultation portal on the Council's website. People can now contact the Council to request notifications of planning applications for their chosen area of Wandsworth.</p>
E-mail	<p>Many people have chosen to receive consultations on planning applications in their locality by email. It has been a popular method of communication so far in LDF consultations with the majority of responses being received electronically. Email is a quick and accurate way of communicating with the public and key stakeholders. The Local Plan database contains the details of all consultees and is regularly updated as consultation events take place. As email is the preferred means of consulting, we will not send notifications by post where a valid email address is held. Wherever possible the Council will use email for consultation in preference to using hard copies of documents and letters.</p> <p>The Council also produces 'e-newsletters' which are targeted at local businesses and community groups. Planning consultations will be publicised in these e-newsletters where relevant.</p>
Printed media - local press, Brightside (Council newspaper) leaflets and newsletters	<p>It is no longer a requirement for local authorities to advertise local plan documents in the local press, however it is still required for certain types of application. As such the Council will continue to publicise relevant applications in the local press. This will be reviewed if the legislation changes.</p> <p>Brightside, the Council's newspaper is distributed to all homes and businesses in the Borough several times a year. Brightside is a particularly effective method of reporting on the progress of major planning applications and is used for regular updates on the Local Plan. We will endeavour to use Brightside to inform residents and raise awareness of the process and progress of relevant planning issues, however as Brightside is no longer published on a monthly basis it will not be possible to publicise every stage in the development of Local Plan documents using this method.</p>

Method	Main considerations and benefits
	Specially designed "Planning newsletters" have been a regular source of information in consultation exercises for certain major planning applications. Quick to produce and cost-effective they work particularly well for targeted area and specific interest exercises.
Public exhibitions/displays	While this method will not be suitable for all consultations, carefully targeted displays at key accessible locations such as the Town Hall reception will help engage the community in the plan preparation process and significant planning applications
Meetings with selected stakeholders and key interest groups.	This is a useful means of identifying key issues, getting key people involved and achieving alignment with other strategies and initiatives. The Council will engage with amenity groups, the Wandsworth Access Association, Town Centre Partnerships and Wandsworth Business Forum as appropriate.
The Wandsworth Planning Forum – comprises representatives of local amenity and residents groups	The existing forum, meets at least annually, and is a useful forum for discussing boroughwide and local issues and options and raising awareness of the Local Plan process. It provides opportunity to explore issues in depth and may lead to follow up meetings. It is not used for the discussion of individual planning applications.
The Agents Consultative Group – is open to builders, developers, architects and agents, and covers both planning and building control issues.	This group provides a forum for disseminating information and canvassing professional opinion on proposed documents.
Questionnaires	Questionnaires may form the best way of gauging public opinions on specific issues. For example the prioritisation of the spending of neighbourhood CIL fund spending.

6 Community Involvement in the Local Plan Process

The process of producing documents

6.1 The process of producing each Development Plan Document involves several stages:

- Scoping exercises and assembly of evidence base as relevant
- Consultation with stakeholders on the broad subject and issues of each document
- Consideration of consultation response leading to preparation of Publication version
- Publication of document for public participation
- Consideration of consultation response leading to preparation of Submission Document, including proposals for its monitoring and review
- Submission of document to the Secretary of State
- Independent Examination
- Receipt of Inspector's report
- Consideration of Inspector's recommendations
- Adoption by the Council
- Monitoring and review

6.2 The Local Development Scheme sets out the timetable for the preparation of each DPD. The up-to-date programme for the preparation of these documents can be seen at www.wandsworth/planning

6.3 The methods set out above will form the basis of community involvement, but not every technique is appropriate at each stage of production for each type of Local Development Document. A sustainability appraisal will accompany each of the DPDs at appropriate stages, with concurrent consultations. The stages of production are as prescribed by regulation. The legislation seeks stakeholder involvement in the plan making process as early as possible. This process starts with a preparation stage, to seek comments and views on what the real planning issues are facing the Borough and the choices that have to be made. This is followed by Publication stage, when the proposed submission of what is considered to be the best strategy for the Borough is presented. It is important that those wishing to influence the Local Plan should comment at this stage. Those seeking changes at this point have to present evidence as to why the Local Plan is otherwise unsound. Following this, the documents are submitted to the Secretary of State for independent examination.

6.4 In addition to the general consultation methods set out in Chapter 5, for each stage of engagement the Council will comply with the relevant regulations (currently The Town and Country Planning (Local Planning) (England) Regulations 2012).

Supplementary Planning Documents

6.5 Supplementary Planning Documents (SPDs), whilst not having development plan status, can be used to expand policy or provide further details to policies in DPDs. The Council is progressing a number of SPDs to support the adopted Core Strategy, DMPD and SSAD.

SPDs are not subject to the same process of submission and examination as DPDs and do not require Sustainability Appraisals where they relate to a DPD that has undergone a Sustainability Appraisal. Consultation still however, plays a major role in the production of SPDs and the same general methods of consultation will be used for SPDs as DPDs. SPDs involve at least one formal round of consultation lasting a minimum of 4 weeks in accordance with the Local Plan Regulations.

Neighbourhood Plans and Development Orders

6.6 Unlike the other Local Plan documents, Neighbourhood Plans (and Neighbourhood Development Orders) are taken forward by communities themselves through Neighbourhood Forums and with the support of the Council. Neighbourhood Plans can establish policies for the development of land in a neighbourhood if the majority of voters in the neighbourhood give approval; these plans must be in conformity with the strategic policies in the Local Plan documents produced by the Council, the London Plan and national planning policy.

6.7 Consultation procedures for Neighbourhood Plans and Development Orders are set out in the Localism Act 2011 and the Neighbourhood Planning (General) Regulations 2012. Neighbourhood Forums are required to undertake pre-submission consultation themselves as set out in the Regulations. Following submission to the Council, the Council then publishes the plan or order for formal submission consultation. This is then followed by an independent Examination and a referendum of the local neighbourhood.

Community Infrastructure Levy (CIL)

6.8 The Community Infrastructure Levy (CIL) allows local authorities to set charges which developers must pay when bringing forward new development in order to contribute to the delivery of infrastructure to support development. Wandsworth has produced a charging schedule which sets out the tariff for different types of development across the Borough. The Council's CIL charging schedule comes into effect on 1 November 2012.

6.9 The Council is expected to undertake the first review of the CIL charging schedule in 2015. As part of the development of a revised charging schedule the Council will conduct two rounds of consultation, one for the preliminary draft charging schedule and a second for the draft charging schedule.

6.10 The Localism Act includes provisions to make regulations which will require a meaningful proportion of these funds to be allocated according to the wishes of the neighbourhoods where the development has taken place. The Council will meet the consultation requirements for allocating the spending to be prioritised by the local neighbourhood, these are not now expected to be in place until 2013. This could include undertaking a survey of residents and businesses views.

Reporting back

6.11 The Council is committed to reporting back on the responses to consultation. Following each stage of public consultation we will:

- Give full consideration to all representations received and engage in further discussions where this will assist the Council in developing the document.
- Make all responses to Publication or Submission stage documents available on our website.
- Produce a consultation report, detailing the comments we have received and explaining how we have dealt with comments and how they have affected the development of policy, for each document at each stage of the Local Plan process. These reports will be posted on the website, be available at the Town Hall reception and at town centre libraries .

6.12 The Council will produce monitoring information which will be available on the website and will deal with any issues arising from the above process. Section 35 of the Planning and Compulsory Purchase Act 2004 (amended by the Localism Act 2011) requires every Local Planning Authority to report information on progress on the implementation of the Local Development Scheme and the extent to which the policies set out in the local development documents are being achieved.

7 Consulting the Community on Planning Applications

7.1 The Council has long-established and successful methods of dealing with and consulting on planning applications and these methods, and the overall approach, will continue to form the basis for future consultations. These include:-

Pre-application discussions

7.2 The Council is keen to encourage developers to discuss their proposals with planning officers before submitting an application. This can confirm whether the principle of development is acceptable and clarify the format, type and level of detail required to enable us to determine an application. Pre-application advice is currently provided on request and the procedure for arranging pre-application advice and a schedule setting out the charges different types of advice attract is available on the planning website. Developers are actively encouraged to make pre-application contact, and the opportunity is taken at that stage to indicate the full range of supporting material that should accompany an application. This will vary according to the nature of the scheme but might, for example, include a statement explaining the approach taken to design, etc., and outlining draft planning obligations.

Pre-application consultation

7.3 Developers are encouraged to consult neighbours and/or local amenity bodies before submitting an application, and some already carry out some promotional publicity. The Localism Act (2011) sets out requirements for pre-application consultation and The NPPF also encourages applicants who are not already required to do so by law to engage with the local community before submitting an application. The Council cannot insist on pre-application consultation. However, developers of major applications are advised to consider carrying out or commissioning a structured form of consultation at this stage, based on officer advice about whom the Council is likely to consult. Developers will then be able to submit a consultation statement with the application, setting out who has been consulted and how, what they said and what changes to the scheme have resulted

Publicising planning applications

7.4 A weekly list of all applications is sent to Councillors, libraries and on request to members of the public by email. The weekly list and a list of applications advertised in the local newspaper is also available online. While it is still a legislative requirement the Council will continue to advertise relevant applications in the local press.

7.5 Individual consultation letters are sent to neighbours who we consider are likely to be affected by a proposal. Consultees will normally have at least 21 days to comment. In the case of proposals likely to generate wider interest, such as large-scale proposals, a newsletter containing greater detail and information is distributed or site notices displayed in the area – The Council will encourage applicants to hold an exhibition and/or a public meeting may be appropriate in some cases. The scale and extent of consultations will reflect the likely impact of a development. This will range from individual neighbours for householder

applications up to newsletters for major schemes. For further detail on how the scale and nature of an application affects the scale of consultation please see the table at 'Appendix 1: Community Involvement in Planning Applications'

7.6 Where appropriate we seek the views of other organisations (some as a legal requirement) such as English Heritage and the Environment Agency, as well as advisory groups such as the Wandsworth Access Association and local amenity societies and residents' associations. Bodies such as Natural England will be allowed a longer period of time to comment on applications where this is prescribed by legislation.

7.7 Notices are published in the local paper and/or displayed on or close to the site (for at least 21 days) for many applications, including those which would affect the character or setting of a listed building, or the character of a conservation area, or which in the Council's opinion are likely to have implications for more than the immediate neighbours. Public notices are also placed on the website.

7.8 The Wandsworth (Conservation Area) Advisory Committee is consulted on important applications in conservation areas or affecting listed buildings. Conservation Area Consent and Listed Building Consent applications will have site and press notices placed. Information on advertisements is also placed on the website. Significant applications will normally be accompanied by a full planning application upon which the appropriate scale of neighbour consultation will be undertaken

7.9 Neighbouring borough councils are consulted where appropriate, but we also consult directly any properties in other boroughs that adjoin the application site.

7.10 People can request to be automatically consulted by e-mail on applications in their area or any part of the borough they are interested in and currently over 900 have taken advantage of this service.

7.11 The Council publishes its Statutory Register of planning applications online at www.wandsworth.gov.uk/planning. The Register includes forms, plans, drawings and reports accompanying the application and decision notices. Any comments received also form part of the Register and are made available online. Different documents are viewable at different times in the life of the application following guidance agreed by the Information Commissioners Office.

7.12 Applications (including plans) can also be inspected at the Town Hall by giving at least 48 hours notice by emailing planningapplications@wandsworth.gov.uk or by telephoning (020) 8871 6636 stating the application files you wish to view. The electronic version of planning application documents can be viewed at the Customer Services Centre during office hours without an appointment. Applications and associated documents can also be viewed on the internet. Access to the internet is available free at the borough libraries. Copies of documents may be purchased (subject to copyright provisions). Consultation letters give the name and phone number of the planner dealing with the case, who can be contacted for further information on the application.

7.13 The Council's practice is to negotiate improvements to applications. In some circumstances we will re-consult (usually for 14 days) on amendments if we consider that they raise new issues which could lead to further comment.

How to comment

7.14 Comments may be made by anyone, regardless of whether they were consulted individually. We welcome any comments, whether in support of an application or objecting to it, although the council can only take account of "planning considerations". These include matters like the effect on traffic or parking, the appearance of the proposal, overlooking or disturbance, loss of light or privacy, impact on the local environment and whether the proposed use is suitable. We cannot take into account matters like loss of property value, private disputes between neighbours, matters covered by leases or covenants, the impact of construction work, and competition between firms.

7.15 A planner is available on request at the Customer Services Centre in the Town Hall from 9.00am to 1.00pm Mondays to Fridays to explain proposals .

7.16 Comments should be submitted as soon as possible, although the Council takes into account any representations received up to the date it makes a decision. Comments should be made in writing, by individual letter or petition, wherever possible. The Council encourages comments to be left at our website or by e-mail. Comments received by email or through the website will automatically be acknowledged electronically. There will be no acknowledgement to letters, however all comments will be available for public viewing within 3 working days of receipt.

Taking views into account

7.17 Many decisions have been delegated to officers by elected members, but if the application is to be decided by the Planning Applications Committee any planning comments are drawn to their attention before a decision is made. The Committee's agendas are published 5 clear working days in advance (and can be read in libraries and at the Town Hall, and on our website). The meetings are held in public. The Committee do not allow applicants or members of the public to address their meetings, but Councillors can be lobbied beforehand. Ward councillors may also be willing to put constituents' points of view to the Committee.

Letting people know the outcome

7.18 It is not possible to respond individually to comments; The decision notice is available for public view on the Council's website. The decision notice will show any conditions that may have been placed on a permission. Only the applicant can appeal against the decision but, if an appeal is made, consultees will be notified and will then have the opportunity of making further representations to the Government Planning Inspector dealing with the appeal.

7.19 Lists of decisions, appeals, and building control decisions are published and a register of planning decisions can be inspected at the Town Hall and on our website.

8 Review of the SCI

8.1 The SCI will be kept under review, and revised where necessary, but only if significant changes have occurred in the types of groups which we wish to engage, or different techniques for engagement are to be employed.

9 Further Information

Further information can be obtained by writing to:

Planning and Environmental Services
Environment and Community Services
Town Hall
Wandsworth High Street
London SW18 2PU

Or e-mail boroughplanner@wandsworth.gov.uk

Or fax 020 8871 6003

Or telephone 020 8871 6638.

Further information on the Local Plan process can be found at:

<http://www.wandsworth.gov.uk/planning>

Planning Aid for London is an organisation providing free help, advice and information on the planning process. They can be contacted at :

Planning Aid for London
Linton House 164-180 Union Street
Unit 301-302
SE1 0LH

Tel: 020 7401 8046

Fax: 020 7021 0346

Email: info@planningaidforlondon.org.uk

Appendix 1 - Community Involvement in Planning Applications

Approach	All applications	Applications where the development may of wider interest (e.g mini-cab offices, bars or restaurants)	Applications which might affect the character and appearance of a conservation area	Major developments (see definition below)	Particularly large or significant developments or departures from the development plan
Consultation letter to all properties that adjoin site and to other properties in the area that might reasonably be judged to be affected by the development (e.g properties on the other side of the street)	x	x	x	x	
Weekly list of planning applications	x	x	x	x	x
Electronic notification to residents, groups and businesses who have arranged to receive e-notification of all applications within a specific area.	x	x	x	x	x
Website	x	x	x	x	x
Site Notice		x	x	x	x
Advert in local press			x	x	x
Specially prepared newsletter delivered to homes and businesses in a wide area around the site					x
Library or site displays					x
Public meetings (as appropriate)					x
Article in Brightside, the Council newspaper distributed to all homes and businesses in the borough (where possible)					x
Consultation with local groups, including residents and tenants groups and amenity societies.		x	x	x	x
Consultation with Wandsworth Access Association for applications raising accessible environment issues.	x	x	x	x	x
Consultation with Wandsworth Conservation Area Advisory Committee			x		

Major developments:

- Residential development of 10 dwellings or more
- Residential development on sites of 0.5ha or more where the number of dwellings is not known
- Buildings of 1000 sq ms or more
- Sites of 1 hectare or more
- Waste development
- Mineral working

For more information write to:

Planning Policy
Environment and Community Services
Wandsworth Council
Town Hall
Wandsworth High Street
London SW18 2PU

Telephone: (020) 8871 6649, 6650

Email: planningpolicy@wandsworth.gov.uk

www.wandsworth.gov.uk/planning

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