

the **Birmingham** plan
birmingham's local development framework



Statement of
Community Involvement (SCI)

Adopted

april 2008

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www.birmingham.gov.uk



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1

Introduction and purpose

1.1 The Statement of Community Involvement (SCI) sets out how we will encourage more people to participate in decision-making in Planning. The document sets out our minimum standards for consultation on new policies and planning applications. However, we want to deliver more than the minimum standards and ensure that the planning system responds to the needs of local communities. The SCI shows how we plan to achieve this by:

- Making our consultation more effective for those who are already giving us their views.
- Encouraging more people to take part in consultation.
- Finding new ways to make consultation more meaningful and accessible to enable those who can't (or prefer not to) attend meetings to make their views known to us.

2 Profile of Birmingham

2.1 Birmingham is the largest local authority in the country and the regional centre for the West Midlands. The City is part of the West Midlands conurbation extending from Wolverhampton in the west to Solihull in the east.

2.2 According to the Office for National Statistics, Birmingham's population in 2005 was just over 1 million. The City extends to 26,777 hectares (267.8 square kilometres), of which about 15,200 hectares are residential. The overall population density of 37.4 persons per hectare is much greater than the English average of 3.85.

2.3 The City has a relatively youthful population. About 45% of residents are younger than 30, compared with the national (England) average of 37%. Indeed, the percentage of residents who are younger than 15 is higher in Birmingham than in any other European city with a similar sized population. There are 68,000 students at the City's Universities, leading to high rates of population turnover in some localities. Many students come from overseas, forming part of a larger flow of international migrants. About 15,000 immigrants came to Birmingham in 2004-5.

Ethnicity and religion

2.4 Birmingham's residents are from a wide range of national, ethnic and religious backgrounds. According to the 2001 Census, about 66% of residents were White British. With 104,000 residents, the Pakistani community in Birmingham is the largest in the UK. Other large groups are of Indian, Black Caribbean, Irish and Bangladeshi origin. Most groups are concentrated in the inner parts of the City. There are major differences between the groups in terms of housing, the labour market, health and age structure. Immigration in recent years has seen the City's diversity increase as people arrive from a wider range of countries.

2.5 Nearly 60% of residents described themselves as Christian, 14% as Muslim, 2% as Sikh and 2% as Hindu. 14% identified with no religion.

Jobs and employment

2.6 In 2004, there were over 490,000 jobs in Birmingham. In 2001 there were about 160,000 people commuting into Birmingham from elsewhere - mostly from other parts of the West Midlands region. Despite this, the percentage of the City's residents who are 'economically active' (working or seeking work) is below the national average. The unemployment rate is relatively high.

2.7 The percentage of the City's residents working as managers or senior officials is below the national average; Birmingham has above average proportions working as machine/plant operators, or in unskilled occupations.

Housing

2.8 In 2001, the Census recorded nearly 391,000 households in Birmingham. The average household size of 2.46 persons was higher than the national average of 2.36. The City has high relatively high percentage of large and small households: the former reflecting family sizes in some BME groups, the latter reflecting the large numbers of single young people in the City. About 33% of households had dependent children, including 10% who were lone parents.

2.9 60% of households were owner-occupiers, compared with the national average of 69%. The City had a relatively high proportion living in Council or Housing Association accommodation.

2.10 In recent years the City has seen major new residential developments and substantial clearance programmes. Between 2001 and 2006, about 16,000 dwellings have been completed, while 6,700 have been demolished. Many of the new dwellings are apartments within the City Centre.

Deprivation

2.11 According the 2004 Index of Deprivation, 38% of Birmingham's residents live in areas that rank among the most deprived 10% in England.



3 Preparing the Statement of Community Involvement (SCI)

3.1 We began by sending out a questionnaire to community groups and individuals who have previously made comments on the Birmingham Plan. The questionnaire asked for people's views on how best we should consult them, which methods were most effective and whether they wished to be involved in developing policies, or to comment on planning applications or both.

3.2 Over 300 replies were received and we have used these to inform the draft SCI. However, only people who have previously taken part in consultation, or have commented on the Birmingham Plan, received the questionnaire. An important aspect of the SCI is that it will enable a wider range of people to participate, including those who have not previously had any involvement. The questionnaire should therefore only be seen as an initial stage in a more comprehensive consultation. Information was also used to draft the SCI from the Equality Impact Need Assessment (EINA) on the Unitary Development Plan (UDP).

3.3 We also held two workshops where community groups were invited to discuss Planning issues and in particular how we consult them and the extent to which the system enables them to take part and influence decisions.



4 The planning system

(a) THE LOCAL DEVELOPMENT FRAMEWORK

4.1 The Local Development Framework (LDF) will eventually replace the Birmingham Unitary Development Plan. The LDF will be in the form of a 'folder' containing several documents. As new planning documents are adopted by the Council they will be added to the LDF folder.

4.2 There are two new kinds of documents: the first is the Development Plan Document (DPD): a major policy document, which may allocate land for specific uses or set out important city-wide policies – for example for the protection of the Green Belt. There are some essential DPDs: they include the Core Strategy and adopted proposals map, others such as Area Action Plans will be added where required. For more information see the Local Development Scheme at www.birmingham.gov.uk/LDS. A DPD will have the weight of development plan status and is subject to a Public Inquiry.

4.3 The second type of new document is the Supplementary Planning Document (SPD). This document will support policies and proposals in the Development Plan. It has less weight than a Development Plan Document but it does clarify and add detail to policies. The recently produced "Access for People with Disabilities" is an example of a SPD.

4.4 The LDF will also contain a timetable for the production of major documents (a Local Development Scheme); a record of progress on delivering policies, submitted annually to Government Office West Midlands (an Annual Monitoring Report); and the SCI itself.

4.5 The types of documents we will produce as Development Plan Documents and Supplementary Planning Documents include:

Core Strategy (DPD): this will eventually replace the Birmingham Plan along with other DPDs and will set out the vision, objectives and spatial strategy for the City.

Area-based planning policies (usually DPDs): these will include Area Action Plans and frameworks for major regeneration areas.

Additional city-wide planning policies (mostly SPDs): some of these documents will expand upon strategic policies contained within the Birmingham Plan, others will be policies addressing specific issues (e.g car parking standards).

(b) PLANNING APPLICATIONS

4.6 Planning applications vary greatly – from a simple household extension to a multi-million pound regeneration project affecting thousands of people. The appropriate level of consultation will depend on the scale of the impact, with the SCI setting out minimum requirements for each level.

4.7 The Council's performance in determining planning applications is monitored. The Council aims to determine most applications within eight weeks. The requirement for monitoring is not affected by the changes to the planning system.

5 Links to other documents

5.1 Planning documents are not produced in isolation. They link to a range of other plans and policies produced by the City Council and other organisations. The following are of particular importance:

5.2 The Community Strategy. (Now known as the Sustainable Community Strategy). This aims to establish the key priorities for improving the economic, social and environmental well-being of Birmingham. It is produced by the Birmingham Strategic Partnership, (BSP) which brings together the City Council, public agencies, and representatives of the business and voluntary sectors. Our planning policies should reflect the objectives of the Community Strategy, and to assist this the BSP has agreed a series of principles which will be used to guide the process of preparing land use plans. By working closely with the Birmingham Strategic Partnership and any other groups flowing from the Sustainable Community Strategy the Council will ensure that the Local Development Framework is closely integrated with the Sustainable Community Strategy.

5.3 Regional Spatial Strategy (RSS). This provides planning policies at the regional level. It is produced by the Regional Planning Body, and approved by the national government, after a process involving extensive consultation. The RSS forms part of the development plan, and our planning policies should be consistent with it.

5.4 Consultation and Engagement Strategy. This sets out the Council's overall approach to consulting and engaging with the community. The SCI will reflect the general principles, which it establishes.

5.5 Birmingham Compact. The Birmingham Compact constitutes an agreement between the Birmingham Strategic Partnership (BSP) and the voluntary and community sector in Birmingham. It represents a commitment of the BSP to establish a new relationship between the statutory, community and voluntary sectors in the City. It provides a framework within which the relationship between statutory and voluntary sectors can be developed and strengthened.

5.6 In addition to these strategies, a wide range of other documents can also be relevant - for example the West Midlands Local Transport Plan, the Economic Strategy, and the Housing Strategy.

6 Principles for consultation

6.1 We have identified a number of key principles, which should underpin all of our consultation work. These are:

- a) We will consult early in the development process - this will help to ensure that the views of the community, specific consultation bodies, developers and businesses are fed into the process at the outset. Early engagement is one of the government's objectives in reviewing the planning system.
- b) Use appropriate consultation methods for each document and for each community.
- c) Use plain English for all documents.
- d) Be prepared to experiment with a wide range of innovative consultation methods.
- e) Ensure that everyone, including people from under-represented groups, is encouraged to take part.

Good practice: meeting the needs of a diverse community

A number of initiatives are already under way to ensure that no-one, particularly people from 'under-represented' groups, is excluded from our consultation.

Planning Officers regularly attend the Access Committee, an independent group which includes representatives from a range of voluntary groups representing people with varying types of disabilities. The Access Committee considers major planning applications and planning policies and ensures that developers take account of accessibility issues.

The Young People's Focus Group (see below) also considers planning applications and inputs to plan preparation and makes comments on behalf of young people in Birmingham. Citizenship projects in schools have also helped to raise young people's awareness of their role in influencing the future of the city.

- f) Work with others (both within the Council and elsewhere) to avoid duplication wherever possible.
- g) Be aware of 'consultation fatigue' and aim to avoid going back to the same groups again and again.
- h) Work with partner organisations and use existing networks wherever possible, such as regional and sub-regional partnerships.
- i) Respect people's privacy - their right not to take part.
- j) Feed back the outcomes from consultation.
- k) Monitor the effectiveness of consultation and be prepared to make changes.

Good practice: help for disadvantaged communities and individuals

West Midlands Planning Aid Service (WMPAS) provides free and independent advice to communities and individuals who cannot afford professional help and who will not benefit financially from a planning permission. Please contact WMPAS by telephone on (0121) 766 8044 or by e-mail at: wmcw@planningaid.rtpi.org.uk



7

Consultation: our minimum standards

(a) PLANNING DOCUMENTS

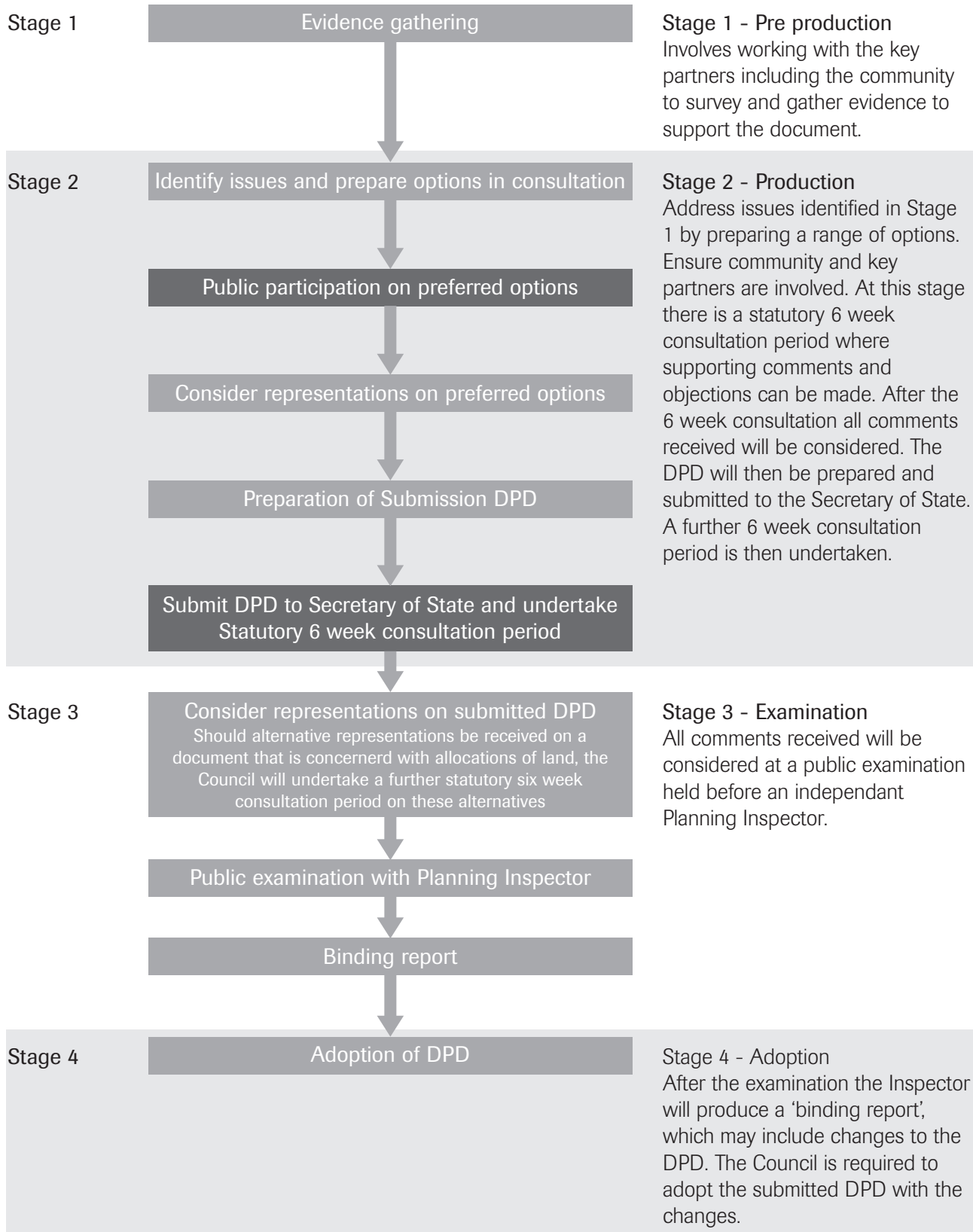
7.1 The processes for consulting on policy documents are outlined in tables 7.1 and 7.3 below for both DPDs and SPDs. In each case we show the stages in the development of the document and highlight the stages at which formal consultation will take place. It is important to note that there are legal requirements at certain stages in the process, which we are obliged to follow. This means, for example, that at certain stages the period allowed for comments or objections is limited, and it will not be possible for late comments to be accepted.

7.2 In producing Local Development Documents a Local Planning Authority must comply with the European Union Directive 2001/42/EC (incorporated into English law by virtue of the Strategic Environmental Assessment Regulations 2004) which requires a formal strategic environmental assessment (Sustainability Appraisal) of all its Local Development Documents. The Sustainability Appraisal is intended to improve the planning systems ability to promote sustainable development through the better integration of sustainability issues into the plan-making process. It is a process which begins from the earliest stages of the plan preparation. It should identify the likely significant effects of the plan and the extent to which implementation of the plan will achieve the social, environmental and economic objectives by which sustainable development can be defined.

7.3 A Sustainability Appraisal Report will be published alongside the draft and submission Development Plan Documents as well as draft Supplementary Planning Documents. This report should provide evidence which shows how the plan has been revised to take into account the findings of the Sustainability Appraisal.

7.4 Tables 7.2, 7.4, 7.5 that follow, set out the minimum levels of consultation, which we will undertake at each formal consultation stage for a DPD, SPD and SCI. The SCI is subject to specific statutory requirements. It is important to note that these are minimum standards. In most cases we will aim to exceed these standards. The tables refer to Specific Consultation Bodies and General Consultation Bodies to reflect the requirements of the Development Plan regulations. A list of the groups and organisations included under these headings is contained in Appendix B.

7.1 Development Plan Document (DPD)



Key

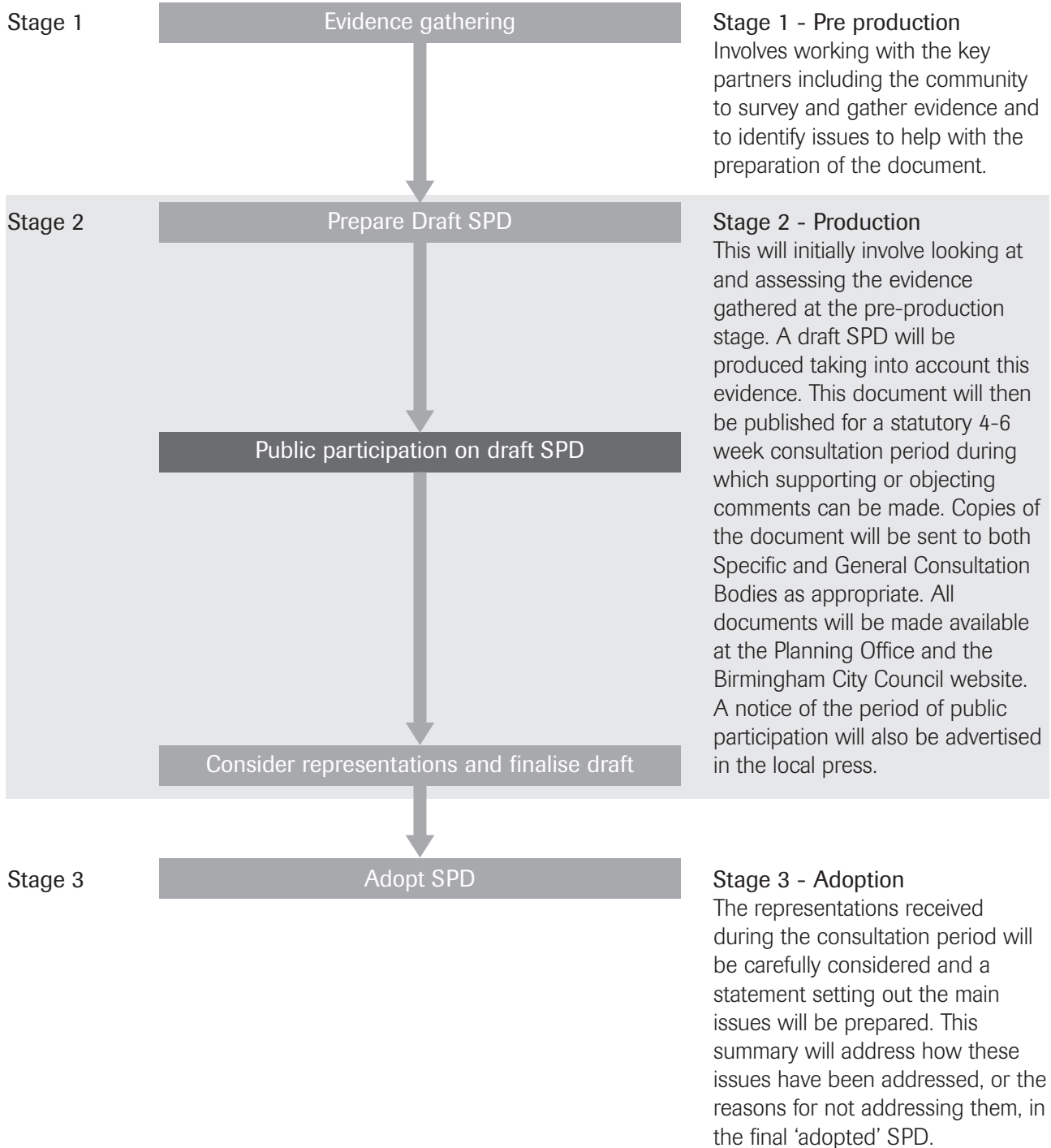
 Formal consultation stages are highlighted in dark grey

7.2 Our minimum standards for a Development Plan Document (DPD)


Stages of Consultation	Consultation Method	Types of Groups Involved
Identify issues and prepare options in consultation.	Consult by letter the Specific Consultation Bodies and General Consultation Bodies as the City Council considers appropriate. Publish on Council's website.	Central Government Regional Government Local Government Developers/Business/ Landowners Specific Consultation Bodies Residents Associations/ Neighbourhood Forums Councillors and MP's Other voluntary groups
Public Participation on Preferred Options, a Statutory 6 week Consultation Period.	Make available at the main Local Authority office (currently Alpha Tower) and also to view at the appropriate Libraries and Neighbourhood Offices. Publish on Council's website. Press Release. Refer to relevant District/Ward Committee and/or District Strategic Partnership. Send Letters to Specific Consultation Bodies to advise them of consultation with relevant DPD documents attached, also to General Consultation Bodies which the City Council thinks the DPD affects and General Consultation Bodies as the City Council considers appropriate. Advertisement in local newspapers advising of consultation.	General Public Residents Associations/ Neighbourhood Forums General Public Councillors and MP's Local Government Developers/Business/ Landowners Residents Associations/ Neighbourhood Forums General Public District Directors Councillors and MP's General Public Central Government Regional Government Local Government Specific Consultation Bodies General Public

Stages of Consultation	Consultation Method	Types of Groups Involved
<p>After submitting the DPD to Sec of State, undertake a Statutory 6 week Consultation Period.</p> <p>(The Town and Country Planning Regulations specify the notification procedures for representations and Independent Examination Stage).</p>	<p>Make copies of the documents available for inspection at the same places as at the consultation stage ie Alpha Tower and appropriate Libraries and Neighbourhood Offices.</p> <p>Publish on Council's website.</p> <p>Advertisement in Local newspapers advising of Submitted DPD.</p> <p>Give notice to those persons who requested to be notified of the Submission of the DPD.</p> <p>Send letters to Specific Consultation Bodies to advise them of consultation with relevant DPD documents attached, also General Consultation Bodies which the City Council thinks the DPD affects and considers appropriate.</p>	<p>Specific Consultation Bodies General Public Residents Associations/ Neighbourhood Forums</p> <p>General Public Councillors and MP's Local Government Developers/Business/ Landowners Residents Associations/ Neighbourhood Forums</p> <p>General Public</p>
<p>Any alternative representations received, if a document is concerned with allocations of land, will be advertised for a statutory 6 week period in accordance with Regulation 32.</p>	<p>Make copies of the alternative proposals available for inspection at the same places as at the submission stage of consultation, including the Council's website.</p>	<p>As above.</p>
<p>Adoption of DPD. As soon as reasonably practical after the DPD adoption the City Council will:</p>	<p>Make copies of the documents available for inspection at the same places in the consultation stage ie Alpha Tower and appropriate Libraries and Neighbourhood Offices.</p> <p>Publish on Council's website.</p>	<p>General Public Residents Associations/ Neighbourhood Forums</p> <p>General Public Councillors and MP's Local Government Developers/Business/ Landowners Residents Associations/ Neighbourhood Forums</p>
	<p>Place advertisements in local newspapers.</p>	<p>General Public</p>
	<p>Write to any person who asked to be notified of the adopted DPD.</p>	
	<p>Send DPD and adoption statement to the Secretary of State.</p>	<p>Central Government</p>

7.3 Supplementary Planning Document (SPD)



Key

 Formal consultation stage is highlighted in dark grey

7.4 Our minimum standards for a Supplementary Planning Document (SPD)

Stages of Consultation	Consultation Method	Types of Groups Involved
Public Participation on Draft SPD, 6 week Statutory Consultation period.	Make available at the main Local Authority office (Alpha Tower) and also to view at the appropriate Libraries and Neighbourhood Offices.	General Public Developers/Business/ Landowners Specific Consultation Bodies Residents Associations/ Neighbourhood Forums Other Voluntary Groups
	Publish on Council's website.	General Public Councillors and MP's Local Government Developers/Business Residents Associations/ Neighbourhood Forums
	Send Letters to Specific Consultation Bodies to advise them of consultation with relevant SPD documents attached and General Consultation Bodies as the City Council considers appropriate.	Central Government Regional Government Local Government Specific Consultation Bodies Residents Associations/ Neighbourhood Forums
	Advertisement in Local newspapers advising of consultation.	
Adoption of SPD. As soon as reasonably practical after the SPD adoption the City Council will:	Make copies of the documents available for inspection at the same places in the consultation stage i.e Alpha Tower and appropriate Libraries and Neighbourhood Offices.	General Public Residents Associations/ Neighbourhood Forums
	Publish on website.	General Public Councillors and MP's Local Government Developers/Business/ Landowners Residents Associations/ Neighbourhood Forums
	Write to any person who asked to be notified of the adopted SPD.	

7.5 Our minimum standards for the Statement of Community Involvement (SCI)

Stages of Consultation	Consultation Method	Types of Groups Involved
Identify issues and prepare options in consultation.	<p>Consult by letter the Specific Consultation Bodies and General Consultation Bodies as the the City Council considers appropriate.</p> <p>In addition the Regional Planning Body and Parish Councils whose boundary adjoins Birmingham and the Highways Agency will be consulted at this stage.</p>	<p>Central Government Local Government Specific Consultation Bodies Residents Associations/ Neighbourhood Forums Regional Government Developers/Business/ Landowners Other Voluntary Groups</p>
Public Participation on draft SCI, a Statutory 6 week Consultation Period.	<p>Make available at the main Local Authority office (Alpha Tower) and also to view at the appropriate Libraries and Neighbourhood Offices.</p> <p>Publish on Council's website.</p> <p>Press Release.</p> <p>District Committees and/or District Strategic Partnership.</p> <p>Send Letters to Specific Consultation Bodies to advise them of consultation with relevant SCI documents attached, and General Consultation Bodies as the City Council considers appropriate.</p> <p>Advertisement in local newspapers advising of consultation.</p>	<p>General Public Residents Associations/ Neighbourhood Forums</p> <p>General Public Councillors and MP's Local Government Developers/Business/ Landowners Residents Associations/ Neighbourhood Forums</p> <p>General Public</p> <p>District Director</p> <p>Central Government Regional Government Local Government Specific Consultation Bodies</p> <p>General Public</p>

Stages of Consultation	Consultation Method	Types of Groups Involved
<p>Statutory 6 week Consultation Period following submission of the SCI to the Secretary of State.</p> <p>(The Town and Country Planning Regulations specify the notification procedures for representations and Independent Examination Stage).</p>	<p>Make copies of the documents available for inspection at the same places as at the consultation stage ie Alpha Tower and appropriate Libraries and Neighbourhood Offices.</p> <p>Publish on Council's website.</p> <p>Press Release.</p> <p>Send copies to the relevant bodies.</p> <p>Advertisement in local newspapers advising of Submitted SCI.</p> <p>Give notice to those persons who requested to be notified of the Submission of the SCI.</p> <p>Send letters to Specific Consultation Bodies to advise them of consultation with relevant DPD documents attached, also General Consultation Bodies which the City Council thinks the DPD affects and considers appropriate.</p>	<p>Specific Consultation Bodies General Public Residents Associations/ Neighbourhood Forums</p> <p>General Public Councillors and MP's Local Government Developers/Business Residents Associations/ Neighbourhood Forums</p> <p>General Public</p> <p>Central Government Regional Government Local Government Specific Consultation Bodies Residents Associations/ Neighbourhood Forums</p> <p>General Public</p>
<p>Adoption of the SCI.</p> <p>As soon as reasonably practical after the SCI's adoption the City Council will:</p>	<p>Make copies of the documents available for inspection at the same places as at the consultation stage ie Alpha Tower and appropriate Libraries and Neighbourhood Offices.</p> <p>Publish on Council's website.</p> <p>Advertisement in Local newspapers advising of consultation.</p> <p>Write to any person who asked to be notified of the adopted SCI.</p> <p>Send SCI and adoption statement to the Secretary of State.</p>	<p>General Public Residents Associations/ Neighbourhood Forums</p> <p>General Public Councillors and MP's Local Government Developers/Business/ Landowners Residents Associations/ Neighbourhood Forums</p> <p>General Public</p> <p>Central Government</p>

Ongoing involvement

7.5 We will provide information to keep people involved in the process and inform those people whose details are on our database of ongoing opportunities for giving their views.

7.6 Where people have given their views on a document we will consult them at subsequent stages of the document. The Council will prepare reports at the end of the consultation period explaining how views have been changed in light of the community involvement. These reports will be made publicly available at Libraries and Neighbourhood Offices city-wide, at City Council Reception on the 9th floor of Alpha Tower and on the Council's website: www.birmingham.gov.uk

7.7 We will aim to use a variety of techniques and consultation methods to ensure people who have not previously been involved have opportunities to give us their views, and in many cases we expect to exceed the minimum standards set out in tables 7.2, 7.4 and 7.5. Section 8 gives details of the range of consultation techniques, which we will use in appropriate circumstances.

7.8 Birmingham is a young and diverse city, as the profile in paragraph 2.3 demonstrates. It will therefore be particularly important to ensure that the techniques we use aim to encourage involvement from young people and from the diversity of ethnic groups who live within the City. In selecting the range of techniques to be used we will seek to encourage all sections of the community to respond, including these groups, but also including those other groups who are sometimes identified as 'hard to reach' (such as the elderly, women and people with disabilities).

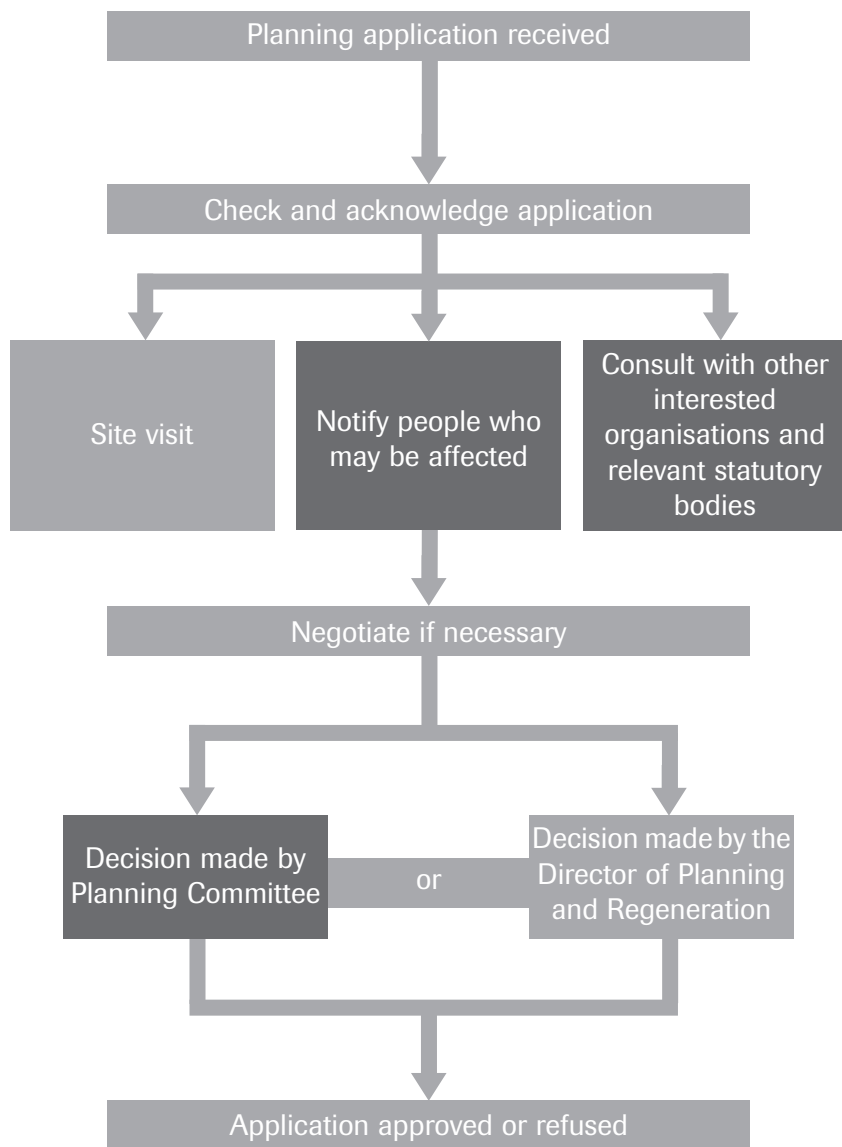
7.9 Consultation materials will be made available in large print, Braille, or other formats if required, and we will ensure that venues used for meetings or consultation events are accessible to people with disabilities. This will apply to DPDs, SPDs, SCI and planning applications.

7.10 In some circumstances there may also be a need for consultation materials to be translated into languages other than English, but this will depend on the area of the City, and the issues raised. The need for translations will therefore be considered on a case by case basis. Assistance in the form of interpreters will also be made available if required.

(b) PLANNING APPLICATIONS

7.11 Tables 7.6 and 7.7 set out the process for determining planning applications and the minimum publicity requirements which the City Council will apply.

7.6 Planning Applications



Pre application discussions

Before submitting an application discussions are often held. See 7.12-7.19.

Submission of application

At the submission stage if the application is incomplete further information/fee may be requested. If the application is complete it is registered and acknowledged.

Application

At this negotiation stage further consultation and participation may be necessary.

Decision

A report will be prepared and either taken to Planning Committee for determination or the decision may be made by the Director of Planning and Regeneration.

After the application is approved or refused a decision notice is then issued. If the application is refused the applicant can appeal to the Secretary of State. The applicant can also appeal if they are unhappy with any conditions attached to the permission.

Note: In a few cases applications may need to be referred to the Secretary of State via the Government Office for the West Midlands. e.g. departures or referrals.

Key



Formal consultation stages are highlighted in dark grey

7.7 Our minimum publicity requirements for Planning Applications

Type of Applications	Minimum Publicity Statutory Requirement
Applications <ul style="list-style-type: none"> ■ Requiring an Environmental Assessment. ■ That do not comply with the policies in the Development Plan. ■ Affecting a public right of way. ■ 'Major' applications*. 	Press and site notice.
Applications for <ul style="list-style-type: none"> ■ Listed Building Consent. ■ Conservation Area Consent. ■ Development affecting the setting of a Listed Building or appearance or character to a Conservation Area. 	Press and site notice.
All other applications.	Either a Site Notice or a letter to adjoining owners/occupiers.

In the majority of cases we will always send letters to adjoining owners/occupiers and this exceeds the minimum publicity requirements as set out above.

* The Government defines major applications as those comprising owners/occupiers development of more than 10 dwellings or covering more than 0.5 hectares, or commercial properties of over 1,000 square metres of floor space or a site area of one hectare.

Before the application is made

7.12 We encourage applicants and their agents to hold informal discussions with the Council, statutory consultees and their neighbours before applying for planning permission. This is particularly important on major development projects, where the proposed schemes are of strategic significance, where there is likely to be significant or widespread interest in the proposals or where they are likely to raise contentious or controversial issues. Sometimes this consultation is informal, perhaps by showing plans to residents who may be affected, while a large scale application, for example for a residential development, new retail store or development generating additional traffic or parking within the area, might involve an exhibition or public meeting organised by the applicant. This consultation can have positive outcomes as addressing issues early on in the process can reduce the amount of comments that could occur later and help speed up the process.

7.13 It is recognised that there are sometimes commercial sensitivities around a proposal. Any such confidential information brought to the Council's attention at the pre-application stage, will remain confidential at that time. However, the Council will encourage the applicant to involve the community at the pre application stage in such proposals.

7.14 When applicants have consulted with communities before making their application we ask them to write a report on the consultation, including the points raised by the residents and how they were addressed. This should be included in the Design and Access Statement submitted with the application. In addition applicants could submit a separate statement in addition to the Design and Access Statement as the results of pre-application consultation may cover wider issues than those proposed in the Design and Access Statement, these points can then be cross referred to in the Design and Access Statement.

7.15 It is recognised that pre-application consultation can have resource and cost implications for all parties, but it is considered that this will be largely offset by the reduced need to negotiate amendments during the application process, and will lead to both quicker decision making and a better quality development.

7.16 Any pre-application discussions are informal and can not prejudice subsequent decisions on planning applications. If another council department is proposing to submit a planning application for development, it will be encouraged to carry out the same level of pre-application consultation outlined above.

7.17 In Birmingham we already undertake a range of activities, in addition to the minimum statutory requirements, to enable local communities to get involved in the planning process. These methods are listed in the table below and the stages at which we use them.

Notifying adjoining residents regarding planning applications

7.18 Press Notices, Site Notices and individual letters to residents will say where the plans are available for inspection, how to comment on the application, and how to address the Planning Committee, if requested. Letters are normally sent out within 3 days of the application being accepted. Residents may also be told if amended plans are received while the application is being determined if they have significant implications for residents.

7.8 Our methods of Community Involvement in relation to all Planning Applications

Stages of Application	Methods									
	Weekly list*	Web site	Neighbour notification**	Site notice	Statutory newspaper advert	Exhibition of plans	Press release	Public meetings	Planning reception	Applications available electronically in Libraries
All Planning Applications										
Pre-application (Not carried out by the Local Planning Authority)		●	●			●	●	●		
Application	■	■	■	●	●	●	●	●	■	■
Post application		■							■	■
Appeal		■	■	■	■				■	■

Key ■ All applications ● Some applications depending on size and complexity

* The weekly list is provided for community groups, it is also on the Council's website and details of current applications can be viewed and comments can be made, at website www.birmingham.gov.uk/weeklylist and details of current applications can be viewed and comments can be made, via the website on planning online at: www.birmingham.gov.uk/planningonline

** Neighbour notification includes writing to individual households and writing to nearby neighbours, rather than just those directly adjoining, for applications likely to generate wider public interest.

Availability of plans and applications

7.19 People have 21 days to view the application or plans and make comments. The period of 21 days is a minimum standard time to receive comments. This can be extended where plans are amended or where other legislation requires a longer consultation period and we will accept comments up until the day that the decision is made. Applications are available in libraries, neighbourhood offices and Planning Reception at Alpha Tower (this information is included in the letters sent to residents and in the site and press notices). Details and plans of applications received after the 1st December 2005 are available on the website: www.birmingham.gov.uk/planningonline

Good practice: the Council's website

The City Council's website is an important tool for enabling more people to take part in decision-making in Planning. On it you can find out:

- Information on planning applications since 1948.
- Submit comments on current applications.
- Read Planning Committee reports, agendas and minutes.
- Complain about a development which may have been built without permission.
- Read planning policy documents.
- Find out how to speak at Planning Committee.
- Find general advice on planning matters.
- View applications and plans online (for those received after 1st December 2005).

Find more information at:

www.birmingham.gov.uk/planningapplications
and
www.birmingham.gov.uk/planningpolicy

Commenting on applications

7.20 By law any comments made must be made publicly available, along with a list of people who have been notified about a planning application. The Council cannot acknowledge receipt of comments but anyone who has commented will be notified of the final decision. The results of any such consultation will be reported and taken into account in decisions made by, and on behalf of, the Council.

7.21 Comments can be made in writing, by phone or online. Any queries can be made by letter, phone, e-mail or fax. Assistance can also be provided for residents who require an interpreter or have difficulty viewing plans because of a disability.

Residents' Associations, amenity societies, forums and committees

7.22 Planning Management keep a database of these groups. They are notified of applications (apart from minor household and advertisement applications) in their area, unless they ask otherwise. We support the establishment of residents' groups and focus groups in areas where there are development pressures or where there is no local group representing residents. Planning Direct manages the database and can update it with details of new groups. Planning Direct is available for general enquiries on whether you need planning permission, information on planning applications, tree preservation orders and high hedge complaints. Telephone: (0121) 303 1115. E-mail: planning.enquiries@birmingham.gov.uk

7.23 Ward and district committees are held regularly and members of either committee can request that an application be discussed at the committee. Local residents can ask questions or make comments regarding the application. The views of the ward or district committees are reported back to Planning Committee by the Planning Officer.

7.24 There is also an opportunity for residents to speak at the Planning Committee.

Good practice: speaking at Planning Committee

By prior arrangement a local resident or residents (or spokesperson for a group), applicants, or their agents may speak for up to three minutes in total at Planning Committee when a particular planning application is discussed. They may speak in favour of, or against, the granting of planning permission.

This has enabled more people to make their voices heard and gives the community direct access to the decision-making process on planning applications that go to committee, not applications that are delegated to planning officers.

More information on speaking at meetings can be found on the Council's website at:
www.birmingham.gov.uk/planningspeakers

After the decision on the application has been made

7.25 Anyone who has commented on an application will be informed of the final decision within five days. We encourage applicants to inform nearby residents of any likely disruption due to hours of construction or road closures.

7.26 If planning permission is refused for a development, the applicant may appeal to the Planning Inspectorate within six months of the refusal. If an appeal is received, the Council will let residents know and give them the opportunity to make further representations to the Planning Inspectorate directly. The Council will send to the Inspectorate any letters received concerning the original application.

7.27 If permission is granted but the development does not take place in accordance with the approved plans, residents may ask the Council to investigate. This may result in the scheme being amended. If a subsequent application is submitted consultation will be carried out as above.

7.28 A complaints procedure is available for residents who believe that the Council has not acted properly during any part of the process.

Good practice: the Young People's Focus Group (YPFG)

The views of teenagers are rarely taken into account in local government decision-making. We have begun to address this through the YPFG, whose members get together every two months to comment on major planning applications and new policies.

Originally the group was made up of people who were interested in Planning as a career (and indeed several former members have gone on to full-time study or employment in the field). However, more recently the group has been expanded in an effort to make it more representative of young people in Birmingham as a whole.

The group's views are included in officers' reports to Planning Committee and taken into consideration when the Councillors make their decisions. The Committee's decisions are then reported back to the YPFG.

The group has been particularly valuable not only in helping to ensure young people's voices are heard but also in building links between the Council and minority ethnic communities in the city.

8

How we will consult: which techniques to use and when

Techniques

8.1 A wide range of consultation methods is available. In each case a range of appropriate methods should be used and this will be different for each planning document or planning application.

Deciding ‘what’s likely to work’ in each case will depend on:

- The **target audience** – eg their level of experience of planning issues.
- The **nature** of the issues – which, along with the location, will determine who is likely to take part in the consultation.
- The **stage** in the process (eg early in the consultation we may need a fairly general level of information from a wide range of people; the latter stages may focus more on identifying outstanding objections.
- The **resources** available – including staff time and also that the consultation seeks value for money for the consultation work undertaken.
- **Outcomes from previous consultations** in the same area – if we used a particular technique which proved unsuccessful in that community there is little point using the same technique again.
- The **purpose** of the exercise – a fundamental issue which is overlooked surprisingly often. It is easy to make the mistake of consulting ‘because that’s what we have to do’ rather than establishing from the outset what we want to achieve by consulting.

Method	'Pros'	'Cons'	When we will use
Written information			
Council website.	<p>Easily accessible to people with a PC.</p> <p>Easy/cheap to update.</p> <p>Links to wider information.</p> <p>People from further afield able to take part.</p>	<p>Limited access.</p> <p>Likely to be most accessible to people who already find us easy to contact.</p> <p>Can be difficult to navigate through pages.</p>	<p>When views wanted on specific points.</p> <p>Useful where wider participation (beyond local area) needed.</p>
E-mail.	<p>Easy to send.</p> <p>Easy to include lots of information.</p> <p>Relatively cheap.</p>	<p>Impersonal.</p> <p>Too easy to include too much detail and to send to people whose interest is peripheral.</p> <p>Not everyone has access to it.</p> <p>Attachments can be difficult to open - depends on internet connection.</p>	<p>When contacting people who are already engaged.</p> <p>As for letter.</p>
Exhibition. (In local venue with boards, maps and information - but no planning officer present).	<p>Can be left in place over a long period.</p> <p>People can comment anonymously if they prefer.</p> <p>Low staff cost.</p>	<p>People can't ask questions or clarify points.</p> <p>Usually only a limited number take part (depends on venue).</p> <p>Maps etc. costly to produce especially as they probably can't be used for any other consultation.</p> <p>Many people have difficulty interpreting maps and plans.</p>	<p>In conjunction with other methods (especially sessions with staff present).</p> <p>As 'confirmation' following initial consultation - 'this is what you told us - have we got it right? Have we missed anything?'</p>

Method	'Pros'	'Cons'	When we will use
'Forward' (Birmingham City Council magazine).	Regularly sent out. Comes through the door.	'Our' issue may be lost among other information. May not be read.	Useful for reporting on consultation outcomes to wider community or informing people of forthcoming events and draw attention to consultation processes.
Letter.	Comes through the door. Gives information and reader has option of whether to get involved. Easy and accessible.	Only goes to 'people we know already'.	For initial contact or early in process (eg. informing people of planning application or forthcoming consultation on a DPD/SPD. For re-consulting people/groups who have already commented at an earlier stage. For feeding back outcomes following consultation.
Newsletter.	Comes through the door. Targeted at specific area.	Expensive and time-consuming. May not be read.	During consultation eg. to summarise DPD/SPD or to invite comments.
Questionnaire.	Can generate lots of data. Can provide a statistically valid cross-section of views.	Only useful for fairly 'general' views. Often limited response. Analysis can be time-consuming. Can be costly to get a statically valid outcome.	Evidence gathering stage. When asking which of several options people prefer or their priorities.
Statutory notice. (Site notice or press notice).	Useful for informing 'professionals' involved in the planning process.	Limited details. Limited audience. Impersonal. May not be noticed and may be difficult to understand.	When statutorily required.

Method	'Pros'	'Cons'	When we will use
Face-to-face			
Arts project - including drama, video, music etc.	Good for involving young people and people who might not be interested in more traditional events.	Need expertise to deliver. May be expensive. May be seen as 'frivolous' by others.	At any stage when trying to involve a wider range of participants.
'Community Planning Day' - interactive sessions with plans, stickers, flipcharts and group sessions.	Excellent way to bring community together and generate a local 'vision'. Enjoyable - people like taking part.	Requires lots of time and energy to organise and deliver.	To generate ideas early in process.
Focus group. (Small group drawn from a range of backgrounds, brought together to discuss a particular issue).	Good for 'snapshot' of community views. Can generate unexpected ideas.	Expensive. Can't be sure views are representative. Needs trained facilitator(s).	Relatively early - when we need to generate ideas or choose from a range of options.
Forum/workshop.	Informal discussion - preferred by some groups (eg. young people). Can highlight wide range of issues and generate lots of information.	Needs several staff to deliver effectively - expensive. Needs skilled notetakers. Relatively demanding for participants.	Early in process - to generate ideas and priorities. Later in process can be used to get views on 'projects and priorities identified so far'.
Informal meeting or discussion - 'tell us what you think about...'	Good for everyone but especially for children and young people - unthreatening and 'on their terms'. Can be used to recruit participants for more detailed work.	Unstructured - sometimes meeting can 'lose its way' and fail to generate anything useful.	To involve groups who are difficult to engage with more formal processes.

Method	'Pros'	'Cons'	When we will use
<p>Other community meeting. (Planning issue as one item on agenda).</p>	<p>Usually guaranteed audience.</p> <p>Not 'Council-led' so local people may feel more able to speak up.</p> <p>Good for reaching people who aren't normally involved.</p>	<p>Limited time if long agenda.</p> <p>May give impression that one group has more influence over planning process.</p>	<p>Early in process - raise awareness or publicise consultation events 'coming up'.</p> <p>To report to wider community on outcomes from consultation.</p>
<p>'Planning for Real' - interactive community exercise based on 3D model of local community (people make suggestions by placing cards on model).</p>	<p>Everyone can see very quickly what's required of them.</p> <p>Suggestions are anonymous - people concentrate on issues rather than personalities.</p> <p>Highly enjoyable for communities.</p> <p>Empowering for communities - puts them in charge with officers in supporting role.</p>	<p>A long process (at least three months) - needs careful management to sustain interest.</p> <p>Process is often misused - a much briefer and less involved exercise may be wrongly described as 'Planning for Real'.</p> <p>Raises hopes - very disillusioning if it goes wrong.</p>	<p>To generate ideas and then prioritise between them.</p> <p>Where community includes many under-represented groups - this process is ideal for involving people who have previously not taken part.</p>
<p>Public meeting.</p>	<p>Easy to organise and publicise.</p> <p>Familiar format for communities.</p> <p>Can be held in local venue.</p> <p>Guaranteed participation by some groups.</p>	<p>Often dominated by vocal minority.</p> <p>Easy to get sidetracked into discussions of other issues important to those taking part.</p> <p>Formal setting - doesn't suit everyone.</p> <p>Dependant on effective chairing and organisation during meetings.</p>	<p>Best avoided for controversial or high profile issues (can degenerate into accusations and arguments).</p> <p>Good for establishing community views at an early stage.</p>

Method	'Pros'	'Cons'	When we will use
'Staffed' exhibition.	People can ask specific questions.	High staff cost. Limited participation (depends on venue).	When asking communities to choose between options or state priorities.
Ward/District Committee. (Existing regular Council-led local meeting).	Regular meeting. Familiar format. Useful for ensuring issues are raised 'for the record' with local politicians.	Issue can easily be lost in a very long agenda. People may be reluctant to give own views as it may feel like 'the Councillors' meeting.	Useful for reporting to Councillors and Officers on outcomes from wider consultation.

9 Monitoring the Statement of Community Involvement (SCI) - how do we know if it's working?

9.1 Like any other policy document the SCI needs to be monitored and, where necessary, reviewed.

9.2 We can measure how many people are completing questionnaires, coming to meetings or visiting the website. These details will be helpful but more importantly we need to know what difference the document has made to communities' experience of the planning system. We cannot measure our success or failure simply by counting the number of people who take part, although this is important.

9.3 We will also seek to measure our performance in the following areas:

- Satisfaction levels of people taking part in events (measured by responses to an evaluation carried out at the end of the session).
- Levels of participation by different groups within the population.
- Whether different approaches we have tried (eg using a wider range of venues; better targeting of information) has brought about improvements in participation (in both the number taking part the quality of the experience for them and the value/usefulness of the ideas and comments generated).
- Whether the responses received have influenced or led to changes in the policies/proposals being put forward.

9.4 The procedures for producing Local Development Documents include a requirement for the preparation of a Statement summarising the steps taken to involve the community in the preparation of the document, and the way in which community views have been taken into account. This statement will provide an opportunity to address and review issues identified in para 9.3, for each document produced.

9.5 We can also work with partner organisations who could act as 'critical friends' in evaluating our work. The list below includes some of those currently engaged but there are many other groups who could be involved in a similar role:

- The Young People's Focus Group.
- West Midlands Planning Aid.
- Birmingham Community Empowerment Network.
- Neighbouring local authorities.
- Institute for Asian Business.

9.6 In addition it is proposed to include within the Council's Annual Monitoring Report a section reviewing community involvement activity in relation to the preparation of LDDs. This will provide a basis for the continuous improvement of our consultation practice - and may in due course lead to the identification of a need for a review of the SCI itself.

10 Resources

10.1 The preparation of the Birmingham Local Development Framework requires a flexible approach to resource allocation, as resources will be required over several years.

10.2 The responsibility for producing, preparing and undertaking consultations on DPDs and SPDs falls upon officers within Planning Strategy, Planning and Regeneration and Planning Management. In addition legal services will be required throughout the process especially at the time of independent examinations.

10.3 Other bodies including consultants who are external to the City Council have been appointed to support and to provide work such as for example baseline studies and Sustainability Appraisals.

10.4 The costs of consultation, producing documents, putting together and attending events and/or other techniques prescribed and the Public Inquiry will largely depend on the complexity of the document. Appropriate budgetary provision will be made through the budgets for relevant service areas.

10.5 Monitoring the effectiveness of the consultation will occur through the Annual Monitoring Report. Through this process, the need for revisions to the SCI itself will be kept under review. Any such revisions will be subject to community involvement in line with the statutory procedures.

11 Conclusion

11.1 In producing the Statement of Community Involvement we are complying with the requirements of the Planning and Compulsory Purchase Act 2004: but even without the impetus of the new Act these are improvements we would wish to have delivered anyway. Enabling more people in Birmingham to influence decisions affecting the future of their communities is central to delivering the Council's objective of providing high quality services to the whole community and it will also help us to address other areas of concern.

11.2 This will be a long, ongoing process: simply because we have an SCI in place we won't suddenly find that 100% of people in Birmingham are eager to take part in planning consultations. However, setting out our aims for widening consultation in a document which enables the Government (and indeed the community) to measure our progress is an important step forward.

A

Appendix: Glossary

AMR - Annual Monitoring Report

A report which the Council is required to prepare showing progress in preparing Local Development Documents compared to targets in the Local Development Scheme, and monitoring the implementation and effectiveness of its policies and proposals in Local Development Documents.

Birmingham Strategic Partnership (BSP)

A city-wide group of statutory and voluntary agencies working to develop a strategic vision for the city and to take forward that vision. Birmingham City Council is one of the organisations represented on the BSP.

Communities and Local Government

Government department whose responsibilities include planning matters.

Community languages

A range of languages spoken by significant numbers of people in Birmingham, including Urdu, Hindi, Gujarati, Cantonese and others. The Council recognises the importance of communicating in a range of languages in a very diverse community with many people whose first language is not English.

Data Protection Act

Recent legislation intended to safeguard people's privacy and security by restricting the ways in which organisations make use of personal information.

Delegated authority

Process by which Councillors may allow planning application to be determined by planning officers. It is only used for very straightforward and non-controversial planning applications.

Diversity

Recognising that a wide range of communities is represented in Birmingham. Different communities may have different needs and may work in different ways. The City Council recognises, welcomes and celebrates the diverse nature of the community it serves.

DPD - Development Plan Documents

A Local Development Document that will have the weight of development plan status which includes the Core Strategy.

Foresite

A network of community organisations working to encourage women to take part in the planning process.

Front-loading

Government term emphasising the need for consultation to be timely and to be carried out early in the development process.

General Consultation Bodies

These groups identified in Appendix B will be consulted where applicable on planning documents.

Government Office for the West Midlands (GOWM)

One of a series of regional offices across England, responsible for the local delivery of Government policies and initiatives. GOWM covers Birmingham and the West Midlands region.

Institute of Asian Business (IAB)

Organisation representing the interests of private sector organisations owned or managed by Asians. The IAB is supported by Birmingham Chamber of Commerce and Industry.

LDD - Local Development Document

This comprises of Development Plan Documents and Supplementary Planning Documents, which together forms the planning policies for Birmingham.

LDF - Local Development Framework

The folder of Local Development Documents, which will be the replacement to the Birmingham Unitary Development Plan.

LDS - Local Development Scheme

This is a three year project plan for preparing Local Development Documents, which will make up the Local Development Framework

Planning Direct

Provide general advice on planning applications.

Planning Online

The Councils online planning applications system:
www.birmingham.gov.uk/online

Planning Inspectorate

The independent body, responsible to the Communities and Local Government, which monitors the work of planning authorities. Appeals against refusals of planning permission will generally be heard by a Planning Inspector through a formal hearing or by written representation.

Preferred options

Usually when preparing a new policy or a major planning document officers will gather evidence and then draft a list of 'preferred options'. They then consult the local community on those options. This usually works well because people can be consulted relatively early in the process, but not so early that they 'have nothing to go on'.

Private sector

Organisations and individuals working on a 'for profit' basis. In planning the sector includes builders, developers, agents and others. The Council sets the framework for development (see below) but should take care not to impose unnecessary difficulties or delays on developers.

Regional Planning Body

Has the responsibility of preparing the Regional Spatial Strategy for the West Midlands Region.

Section 106 Agreement

A requirement for developers to provide community facilities or other community benefits. It may be imposed as a condition on planning permission for a development.

Specific Consultation Bodies

These groups identified in Appendix B will be consulted on all planning documents at the consultation stage.

Statutory sector

Includes the planning authority (in Birmingham, the City Council) plus other 'public' agencies such as the health authorities, police, fire and rescue, Government agencies etc. The key features of the sector are that it is independent of any interest group and it is under democratic control. In planning the role of the statutory sector is to provide a framework for local development and ensure that developers operate within that framework.

SEA - Strategic Environmental Assessment

This involves an assessment being made on the area identified by a plan in the LDD.

SPD - Supplementary Planning Document

A Local Development Document which will be part of the Local Development Framework but does not have development plan status. They will add detail to policies and proposals contained within the development plan document.

Sustainability

The need to ensure that development promotes responsible use and conservation of natural resources, often summarised as 'meeting the economic and social needs of the present without compromising the needs of the future'.

Sustainability appraisal

A process of assessment for new policies and documents to ensure they conform with the aim of promoting sustainability. The process needs to include any requirements for Strategic Environmental Assessment arising from European legislation.

UDP - Unitary Development Plan

The Unitary Development Plan for Birmingham adopted in 2005 continues to be the statutory plan for Birmingham. From this adoption date it will have a shelf life of three years.

Voluntary/community sector

The range of groups run largely by volunteers and working directly with the community. These groups have expert knowledge of the communities they serve and are an essential ally in delivering high quality services.

'Vox pop'

Literally, popular opinion (vox populi) – used as a general term covering a range of informal means for people to give opinions, including asking passers by to answer questions or take part in a 'video poll'.

Ward Committee

Regular meeting of Councillors, officers and residents meeting to discuss issues and views at a local level (the ward is the local area which elects, and is represented by, a Councillor(s)).

West Midlands Planning Aid

An independent charity whose aim is to enable local communities to play an active part in planning issues, part of a national network of organisations supported by the Royal Town Planning Institute (RTPI).

Young People's Focus Group

A group of 15-18 year-olds drawn from across the city. The group is consulted on major planning applications and new policies and their views are passed to the Planning Committee.

B Appendix: Consultees

Please note, this list is not exhaustive and also relates to successor bodies where re-organisations take place.

Specific consultation bodies

Planning Policy Statement 12 regarding Local Development Frameworks lists the following bodies and organisations that must be consulted through the stages of a Local Development Document. These lists of organisations are up to date at the time of preparation of the Statement of Community Involvement.

Specific consultees consulted on every document in accordance with the Act and regulations.

- West Midlands Regional Assembly.
- Local Authorities whose area adjoins Birmingham.
- Parish/Town Councils which are in or immediately adjacent to the boundary of Birmingham:
 - Alvchurch Parish Council.
 - Bickenhill Parish Council.
 - Castle Bromwich Parish Council.
 - Cofton Hackett Parish Council.
 - Curdworth Parish Council.
 - Fordbridge Town Council.
 - Frankley Parish Council.
 - Kingshurst Parish Council.
 - Hints and Canwell Parish Council.
 - Middleton Parish Council.
 - New Frankley in Birmingham Parish Council.
 - Shenstone Parish Council.
 - Smiths Wood Parish Council.
 - Water Orton Parish Council.
 - Weeford Parish Council.
 - Wishaw and Moxhull Parish Council.
 - Wythall Parish Council.
- Natural England.
- The Environment Agency.
- Highways Agency.

- English Heritage (Historic Buildings and Monuments Commission for England).
- Network Rail.
- Advantage West Midlands.
- Any person to whom the electronic communications code applies by virtue of a direction given under Section 106 (3) (a) of the Communications Act 2003.
- Any person who owns or controls electronic communications apparatus situated in any part of the area of the local planning authority.
- Any of the bodies from the following list who are exercising functions in any part of the area of the local planning authority:
 - i. Birmingham and Black Country Strategic Health Authority; Birmingham East and North Primary Care Trust; Heart of Birmingham Teaching Primary Care Trust; South Birmingham Primary Care Trust.
 - ii. Person to whom a licence has been granted under Section 7(2) of the Gas Act 1986.
 - iii. Severn Trent Water.
 - iv. South Staffordshire Water Company.
- Person to license has been granted under Section 6(i)(B) or (C) of the Electricity Act 1989.
- Government Office for the West Midlands.

Government Departments

- Home Office.
- Department for Children, Schools and Family.
- Department for the Environment, Food and Rural Affairs.
- Department for Transport.
- Department of Health.
- Department for Business Enterprise and Regulatory Reform.
- Department of Innovation, University and Skills.
- Ministry of Defence.
- Department of Work and Pensions.
- Department of Constitutional Affairs.
- Department of Culture, Media and Sport.
- Department of Communities and Local Government.

Where applicable these departments will be consulted. Most will be contacted through the Government Office for the West Midlands.

General consultation bodies and other consultation bodies

PPS 12 also identifies a number of General Consultation Bodies and Other Consultees, who should be consulted, as appropriate, at the various stages of producing an Local Development Document (LDD).

The following list sets out the organisations, which the City Council will consult under this heading, where this is appropriate. Again the list is accurate at the time of preparation of the SCI.

- Access Committee for Birmingham.
- Age Concern.
- Arts Council England.
- Birmingham International Airport Ltd.
- British Chemical Distributors and Traders Association.
- British Geological Survey.
- Birmingham Focus on Blindness.
- Birmingham and Solihull Learning Skills Council.
- British Waterways, canal owners and navigation authorities and the Inland Waterways Association.
- Birmingham Chambers of Commerce, Birmingham Junior Chamber of Commerce and Industry and local branches of Institute of Directors.
- Birmingham Diocesan Board of Finance.
- Centre for Ecology and Hydrology.
- Centro - West Midlands Public Transport Authority.
- Church Commissioners.
- Civil Aviation Authority.
- Civic Trust.
- Coalition for Disabled People in Birmingham.

- Commission for Architecture and the Built Environment.
- Council for British Archaeology.
- Council for the Protection of Rural England.
- Commission for Racial Equality.
- Crown Estate Office.
- Disability Rights Commission.
- Disabled Persons Transport Advisory Committee.
- Electricity, Gas, and Telecommunications Undertakers, and the National Grid Company.
- English Partnerships.
- Equal Opportunities Commission.
- Fire and Rescue Services.
- Forestry Commission.
- Freight Transport Association.
- Friends of the Earth.
- Garden History Society.
- Gypsy Council.
- Health and Safety Executive.
- Help the Aged.
- Home Builders Federation.
- Housing Corporation.
- Institute for Asian Business.
- Local Agenda 21 including:
 - i. Civic Societies;
 - ii. Community Groups;
 - iii. Local Transport Authorities;
 - iv. Local Transport Operators;
 - v. Local Race Equality Councils and other local equality groups; and
 - vi. Neighbourhood Forums.
- National Playing Fields Association.
- National Trust.
- Network Rail.
- Passenger Transport Authorities.
- Passenger Transport Executives.
- Police Architectural Liaison Officers/Crime Prevention Design Advisors.
- Post Office Property Holdings.
- Rail Companies and the Rail Freight Group.
- Ramblers Association.
- Regional Housing Boards.
- Regional Sports Boards.
- Road Haulage Association.
- Royal Society for the Protection of Birds.
- Sport England.
- The Ancient Monuments Society.
- The Georgian Society.
- The Society for the Protection of Ancient Buildings.
- The Twentieth Century Society.
- The Victorian Society.
- The Theatres Trust.
- The Wildlife Trust for Birmingham and the Black Country.
- Friends, Families and Travellers.
- Women's National Commission.

We will also consult voluntary groups and residents' associations, landowners, developers, businesses and community religious groups and we keep their details on a consultation database, which is subject to regular monitoring.

We will also consult where appropriate residents and communities of the adjoining local authority areas. Over 1800 organisations are currently recorded on this database. The groups/individuals/organisations on this database have either expressed an interest in being involved in the development of planning policy or have been identified by the Council as being potentially important contributors to the development of planning policy. Any group or individual etc. may ask to be included at any time.

If you would like to join the LDF consultation database please contact us using the details below. Please also contact us if you are already on the LDF consultation database and want to change your details or be removed.

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Most Birmingham City Council publications can be made available in alternative formats or languages.

If you have difficulty reading this document please call us on (0121) 303 3030 to ask if a full or summary version can be made available in large print, another format or another language.

If you have hearing difficulties please call us via Typetalk 18001 0121 303 3030 or e-mail us at:
info.devdir@birmingham.gov.uk

NOTES



the **Birmingham** plan
birmingham's local development framework

Statement of
Community Involvement (SCI)

Adopted

april 2008