

## APPENDIX 1



### Summary and Analysis of Consultation Responses

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Statement of Community Involvement 2023 – Consultation Draft

July 2023

## Summary and Analysis of Consultation Responses

Ref. No.	Name of organisation <sup>1</sup>	Object/ Support/ General /Other	Paragraph/ Page Numbers (where identified)	Summary of key points	Comments	Actions
1/1	Solent Design Ltd	General	Appendix 1 Planning Applications Consultees	All of the consultees listed offer the opportunity to engage/discuss any comments they have provided and may even be challenged and amend their input with the exception of the Gosport Society who sometimes made mistakes in their assertions and will not engage or discuss beyond their original comment. It is important that consultees engage positively with applicants. Where this does not happen they should be required to do so.	The Council cannot require consultees to engage with applicants on specific points.	No further amendment to the SCI is proposed.
2/1	Five Towers Residents Association	Other	Not specified	Another option for consultation should be online meetings which can be viewed afterwards.	In relation to formal Council board meetings. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 allowed for public Council meetings to be conducted on-line during the COVID-19 pandemic. The Regulations expired on 6 <sup>th</sup> May 2021. Since then, Councils have been required to meet in person to conduct council board meetings. There are no plans to	No further amendment to the SCI is proposed on this point.

<sup>1</sup> Private individuals are named as 'local resident' for the purposes of reporting comments.

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					<p>alter the current arrangements and any consideration of this would be a Corporate matter and therefore outside of the scope of this SCI.</p> <p>It may be possible to arrange for other community meetings such as focus groups and workshops to be recorded which could potentially, be viewed afterwards. This would need to be investigated further as and when opportunities arise. If possible then this option could be included in Appendix 2 which outlines the potential methods of consultation that the Council can consider when consulting on its planning policy documents. This may be an approach that is best suited to small groups or individuals rather than larger public meetings and would need to be with the agreement of all participants.</p>	Amend Appendix 2 of the SCI to include this method as a discretionary option in the section on Focus groups/Workshop sessions. See additional wording in the Schedule of Proposed Changes (Appendix 2 of this Board report)
2/2	Five Towers Residents Association	Other	Not specified	Documents such as these are necessary but probably inappropriate for many in the Borough who do not have the time to go through the fine detail.	Agree this document is more technical in nature and not necessarily of general interest. However it forms a legal requirement of the Council's planning responsibilities.	No further amendment to the SCI is proposed.
2/3	Five Towers Residents Association	Other	Not specified	There is no indication as to how much genuine "weight" is given to public consultation. The requirement is only to consult,	Public consultation is a key part of the planning process for both the preparation of planning policy documents and in the	

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				not to take any notice.	<p>consideration of planning applications.</p> <p>The comments received on planning policy documents such as the Local Plan; and planning applications are taken fully into consideration throughout the process and are reported to Councillors who are the decision makers.</p> <p>In addition, when for example a draft Local Plan reaches the Examination in Public stage, the examining Inspector will have read, and fully considered, all comments received by the Council from those individuals and organisations who have made formal representations on the draft Local Plan. These comments will often form the basis of the Matters, Issues and Questions the Inspector may wish to explore at the formal hearing sessions and organisations and individuals may be invited by the Inspector to participate at the formal hearing sessions or to submit further material.</p>	
2/4	Five Towers Residents Association	Other	5.2	When Plans and SPDs are approved/adopted then have a major change they should go back out for public consultation. For example, the Bus Station	Local Plans and Supplementary Planning Documents are subject to reviews and incorporate significant local policy changes or new national	No further amendment to the SCI is proposed.

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				development had a circa 260 homes development and now we hear there is to be a “People’ Park” which was never even considered in any consultation.	<p>policies and emerging trends that can have a land-use or transport implication. These documents are then subject to formal public consultation (as set out in the SCI) and in the case of Local Plans examined by a Planning Inspector appointed by the Secretary of State.</p> <p>In certain cases a planning application may be submitted which is different from that outlined in an adopted Local Plan or SPD. Such changes would also be subject to public consultation as part of the planning application process. In many cases proposals for major development will also be subject to pre-application public consultation.</p>	
2/5	Five Towers Residents Association	Other	7.12	The very limited 5m radius for notification is not adequate. For example, when something new is proposed i.e. 10m from a large block of flats that could impact on the residents lives they will not be notified automatically and individually	The Council is required to notify the adjacent neighbours to a development proposal under S.15 of The Town and Country Planning (Development Management Procedure) (England) Order 2015. However the Council goes further than this minimum requirement by sending a Neighbour Notification letter to all the properties within a boundary of 5 metres of the application site. This is further	No further amendment to the SCI is proposed.

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					<p>supplemented by the use of site notices in multiple locations.</p> <p>In addition the Council also publishes a 'weekly list' of applications received which are available to view on-line <a href="https://publicaccess.gosport.gov.uk/online-applications/">https://publicaccess.gosport.gov.uk/online-applications/</a> and copies are also available in the Discovery Centre.</p>	
3/1	Viewpoint Residents Association	Support with specific comment	7.12	Neighbour notification within 5m of the application site seems restrictive resulting in a limited notification to those who may be affected but who may not necessarily notice or read notices displayed on signs or lampposts. Why can it not include a greater area?	<p>The Council is required to notify the adjacent neighbours to a development proposal under S.15 of The Town and Country Planning (Development Management Procedure) (England) Order 2015. However the Council goes further than this minimum requirement by sending a Neighbour Notification letter to all the properties within a boundary of 5 metres of the application site. This is further supplemented by the use of site notices in multiple locations.</p> <p>In addition the Council also publishes a 'weekly list' of applications received which are available to view on-line <a href="https://publicaccess.gosport.gov.uk/online-applications/">https://publicaccess.gosport.gov.uk/online-applications/</a> Individuals and organisations</p>	Add footnote to paragraph 7.13 to clarify individuals and organisations can subscribe to the 'Weekly List' circulation group.

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					can subscribe to the circulation list by emailing the Planning inbox: <a href="mailto:planning@gosport.gov.uk">planning@gosport.gov.uk</a> and hard copies are also available in the Discovery Centre.	
3/2	Viewpoint Residents Association	Support	7.12	It is a long complicated document that takes some reading for those without the knowledge of how these documents are drafted. One supposes this is how it has to be to pass the inspections required. A simple version would be easier to follow but we can see it has to meet the expected requirements.	<p>The SCI sets out in detail the consultation process for a range of planning policy documents along with the consultation requirements on planning applications.</p> <p>Whilst this document is more technical, it forms a legal requirement of the Council's planning responsibilities.</p> <p>When undertaking public consultation on its planning documents, the Council endeavours to provide summary documents and other easy to use formats such as website summary, on-line form, presentation material and brochures or leaflets to convey key messages. These documents are included on a specific consultation webpage on the Planning Policy page of the Council's website. In addition to the notification letters sent to individuals and organisations on the Planning Policy database; for example the SCI consultation itself:</p>	No further amendment to the SCI proposed.

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					<p><a href="https://www.gosport.gov.uk/sci">https://www.gosport.gov.uk/sci</a> Planning officers are also available to assist members of the public with the consultation process.</p> <p>The Development Management section of the Council's website sets out simplified guidance on making comments on planning applications what types of comments the Council can and cannot consider in regards to planning applications, what happens to those comments made and how to make the comments i.e. in writing or on-line. Further information can be found at: <a href="https://www.gosport.gov.uk/planningcommentguidance">https://www.gosport.gov.uk/planningcommentguidance</a></p>	
4/1	National Highways	Support	Whole document	No additional comments.	Support welcomed.	No further amendment to the SCI proposed.
5/1	Gosport Voluntary Action	Support	General Comment	A clear concise comment.	Support welcomed.	No further amendment to the SCI proposed.
5/2	Gosport Voluntary Action	Other	3.1	Unsure there is relevance of referral to EU legislation.	Amend paragraph 3.1 to provide clarification regarding the General Data Protection Regulations 2018 (GDPR) and UK law. Further information can be found at: <a href="https://www.gov.uk/data-protection#:~:text=The%20Data%20Protection%20Act%202018,Data%20Protection%20Regulation%20(GDPR).">https://www.gov.uk/data-protection#:~:text=The%20Data%20Protection%20Act%202018,Data%20Protection%20Regulation%20(GDPR).</a>	Amend paragraph 3.1 See amended wording in the Schedule of Proposed Changes (Appendix 2 of this Board report)



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6/1	Neighbourhood Police Office Gosport	General		No comments on document content. Requested to remain on consultation database and to be notified on adoption of the SCI.	Noted.	No further amendment to the SCI proposed.
7/1	The Coal Authority			No comments to make on document.	The Coal Authority (CA) is a statutory consultee. However the CA wrote on 16th April 2012 specifying that as Gosport's administrative areas lies outside of currently defined coalfields it will not be necessary for the Borough Council to specifically consult the Coal Authority on emerging planning documents. Consequently the Council does not consult with the Coal Authority on its planning documents except in relation to the SCI where this is required.	No further amendment to the SCI proposed.
8/1	DIO/MOD-Safeguarding		Page 36	No concerns with SCI but request consultee details are updated to note the following title change: Defence Infrastructure Organisation/MOD	Comment noted.	Update Appendix 1 for the Planning Applications Consultees section for the reference to Defence Estates/MOD and replace with Defence Infrastructure Organisation/MOD.
9/1	Portsmouth Water	Support	Whole document	No concerns with SCI	Support welcomed	No further amendments to SCI.
10/1	Lee Residents Association	Other	Table 5: Consultation Methods for Planning applications	Why is there no prior consultation on "Equipment or approval of siting and appearance of Telecommunications Equipment"?	The Council undertakes consultation on telecommunications equipment in the form of press notices, site notices and neighbourhood notification letters.	Table 5 re-formatted to provide improved clarity on the consultation procedures for this form of development.

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					To make this clearer, Table 5 has been reformatted for the avoidance of doubt.	
10/2	Lee Residents Association	Object	Paragraph 7.14	<p>Suggested amendment to paragraph 7.14 related to deputations.</p> <p>It is considered that collecting 10 signatures to support a deputation could be too difficult to achieve and hinder some individuals from making a deputation to Regulatory Board. Many nearby Councils do not have such a complex procedure as GBC. This has been raised before, however it is believed that in order to change the wording the Council's constitution would require a change.</p> <p>The suggested amendment to paragraph 7.14 reads as follows:</p> <p>Article 7.14 We suggest an amendment to this statement to read:  "Deputations can be made at meetings of the Council's Regulatory Board. Deputation requests must be made no later than <del>12 noon</del> <u>midday</u> two working days before the meeting. A request to speak must be made in writing <del>through</del></p>	<p>Comments noted however as recognised by the respondent in order to implement the suggested changes, this would require amendments to the Council's constitution and is therefore outside of the scope of the SCI at this present time.</p>	No further amendments proposed to the SCI.

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				<p>by the completion of a deputation form and must be supported by 40 3 signatures of electors of the Borough or signed by or on behalf of the person or persons having a private interest in the object of the deputation. <u>It is to be addressed to the Planning Officer named in the application and to the Borough Solicitor at the Town Hall, High Street, Gosport PO12 1EB.</u> A deputation will be minuted and 20 3 copies of any relevant paperwork must be provided. These arrangements may be subject to change but the Council's website will provide up to date guidance on how this process works. These guidelines can be viewed at: <a href="https://www.gosport.gov.uk/deputations">https://www.gosport.gov.uk/deputations</a></p>		
11/1	Southern Water	Other	Appendix 1: Consultees Planning Policy Documents and Planning Applications	We are pleased to note the inclusion of Southern Water as a consultee on planning applications as well as the sewerage undertakers as statutory consultees on Development Plan Documents.	Comments noted.	No further amendments to the SCI.
11/2	Southern Water	Other	Prior Approvals	With reference to prior approvals particularly in instances where changes of use are proposed that would	With regards to the prior approval process, the Council can consider certain matters when assessing applications of	No further amendments proposed to the SCI.

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				represent an increase in the level of demand on our existing wastewater networks (for example conversion from office to residential), we request that Southern Water are consulted on such proposals to help ensure our network is able to meet the additional demand.	<p>this type. The matters for consideration are set out in the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) and includes consideration of flooding risks in relation to the building rather than drainage infrastructure itself.</p> <p>Paragraph 7.17 in the SCI explains that the Council will consult in accordance with the legislative requirements and that the consultation arrangements will vary depending on the nature of the prior approval and issues raised.</p> <p>Therefore consultation with Southern Water on prior approval applications where these involve a change of use considered on a case by case basis by Development Management officers.</p>	
12/1	DIO Estates (separate response to DIO/MOD-Safeguarding)	General	Chapter 7. Involvement in the Planning Application Process	Where development falls outside designated safeguarded zones the MOD Safeguarding team may have an interest where the development is of a type likely to have an impact on operational capability by virtue of scale, height, or physical properties i.e.	The Council publishes a 'Weekly List' online and in hard copy which is available at the Discovery Centre. Individuals and organisations can subscribe to an e-circulation list.	Add footnote to paragraph 7.13 to provide additional clarity regarding the availability of the Weekly List.

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				<ul style="list-style-type: none"> <li>- developments exceeding a height of 50m above ground level; or</li> <li>- certain sized wind turbines.</li> </ul>		
12/2	DIO Estates (separate response to DIO/MOD-Safeguarding)	General	Chapter 4. Development Plan Documents	The types of development DIO Safeguarding would have an interest in, the MOD would also wish to be consulted on any proposals including strategic land allocations which are likely to impact upon the day to day operations of their estate in terms of potential security implications, or traffic impacts although this does not fall into their role as statutory consultee.	The Council maintains a Local Development Framework database (also known as the Local Plan database). The database includes the contact details for DIO Estates and DIO/MOD Safeguarding along with other organisations and individuals who have requested to be included on the database with regards to Planning Policy consultations. The DIO Estates and DIO/MOD have been and will continue to be consulted throughout the plan preparation process for the draft Local Plan and other related planning documents.	Comments noted, no further action required to the SCI.
12/3	DIO Estates (separate response to DIO/MOD-Safeguarding)	Other	Appendix 1: Consultees Planning Policy Documents and Planning Applications	The stakeholder list needs to be updated to replace Defence Estates to include DIO Safeguarding and DIO Town Planning Team for non-statutory matters such as security.	Amend accordingly.	Amend SCI and Planning Policy and Development Management databases.
13/1	Haslar Developments Limited	Support	Whole document	Fully support the draft Statement of Community Involvement. It has such useful information and should be available in a more prominent location on the Borough	Support welcomed. The SCI is part of the Local Development Framework and forms part of the suite of planning documents the Council produce therefore it is	No further amendments required to the SCI.

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				Council's website.	<p>considered helpful to publish these documents within the Planning Policy web pages on the Council's website. However because the SCI sets out the process for commenting on planning applications, members of the public, developers and other interested stakeholders can also access the document from the Development Management pages of the Council's website under the section: Commenting on other people's development proposals.</p> <p>In addition to the above, the SCI can also be accessed from the website's home page by typing in Statement of Community Involvement into the search function which will take the user directly to the SCI page.</p>	
13/2	Haslar Developments Limited	Other	Paragraph 4.27	Clarity is requested on paragraph 4.27 which refers to a number of reports even though there is only one document referred to in the preceding paragraph 4.26. It is not clear from paragraph 4.26 what will be made available with reference to a single statement but yet several reports are referred to. It is not clear that such documentation is in fact publicly available at libraries	<p>As part of the Local Plan process, the Council prepares a Statement of Consultation setting out how it has undertaken consultation on the draft Local Plan through the Regulation 18 (informal consultation draft stage) and Regulation 19 (Publication draft stage).</p> <p>The Statement of Consultation document forms part of a suite</p>	<p>The reference to the reports (plural) in the SCI refers to the Statement of Community Involvement and consequently the Summary and Analysis of Consultation reports.</p> <p>Amend paragraphs 4.27 and 4.28 to read:</p> <p><u>4.27 In addition to the Statement of Consultation, the Council will prepare a Summary</u></p>

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				<p>and communities will also be available for inspection on the internet.</p>	<p>of documents and information submitted to the Secretary of State. This document will incorporate the following elements:-</p> <p>i) which bodies and persons the local planning authority invited to make representations at the Regulation 18 stage;</p> <p>(ii) how those bodies and persons were invited to make representations at the Regulation 18 stage;</p> <p>(iii) a summary of the main issues raised by the representations made in relation to the Regulation 18 stage;</p> <p>(iv) how any representations made at the Regulation 18 stage have been taken into account;</p> <p>(v) if representations were made on the publication of the Local Plan at the Regulation 19 stage, the number of representations made and a summary of the main issues raised in those representations; and if no representations were made to include that information in the Statement of Consultation report.</p>	<p><u>of Consultation Responses report which provides a full breakdown of the individual matters raised by respondents and how these will be addressed in the revised version of the Local Plan.</u> These reports will be made available on the Council's Main Reception <del>Libraries and community venues</del> during normal opening hours and on the Planning Policy web pages of the Council's website at:  <a href="https://www.gosport.gov.uk/gbpl2038">https://www.gosport.gov.uk/gbpl2038</a></p> <ul style="list-style-type: none"> <li>• <del>Gosport Discovery Centre, High Street, Gosport, PO12 4BT;</del></li> <li>• <del>Bridgemary Library, 74 Brewers Lane, Bridgemary, Gosport, PO13 0LA;</del></li> </ul> <p>4.28 These reports can also be made available (subject to availability in the community libraries) in:</p> <ul style="list-style-type: none"> <li>• <u>Gosport Discovery Centre, High Street, Gosport, PO12 4BT;</u></li> <li>• <u>Bridgemary Library, 74 Brewers Lane, Bridgemary, Gosport, PO13 0LA;</u></li> <li>• <u>Elson Library and Community Hub, 136 Chantry Road, Gosport, PO12 4NG;</u></li> </ul>

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					<p>In addition to the Statement of Consultation which includes a <u>summary of the main issues</u> raised at consultation. The Council also produces a separate report called a Summary and Analysis of Consultation Responses. This document provides a <u>full</u> breakdown of the individual matters raised by respondents and how these will be addressed in the revised version of the Local Plan.</p> <p>These documents will be made available to view in hard copy from the Town Hall and other local venues (subject to community venue availability) and on the Planning Policy web pages at:  <a href="https://www.gosport.gov.uk/gblp2038">https://www.gosport.gov.uk/gblp2038</a></p>	<ul style="list-style-type: none"> <li>• Lee-on-the-Solent Library and Community Hub, High Street, Lee-on-the-Solent, PO13 9BZ; and</li> <li>• Any other sites used at the preparation stages for the document in question where available, however it may be necessary to use alternative sites.</li> </ul>
13/3	Haslar Developments Limited	Other	Paragraph 4.27	The use of the internet is vastly understated in the draft SCI.	It is considered important to strike the right balance between using on-line methods of consultation and communication and more traditional forms of engagement such as exhibitions and letters and leaflets in order for the consultation process to be as inclusive as possible. A recent example of how on-line consultation methods were used was the Council's Regulation 18	No further amendments proposed to the SCI.



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					<p>consultation on the draft Gosport Borough Local Plan 2038 which included an on-line comments form which could also be downloaded as a pdf if that was preferred. Details relating to a number of staffed and unstaffed exhibitions was also included on-line and the Council also made use of social media – GBC’s Facebook and Twitter and press release information on the Council’s Home page.</p> <p>The emerging reforms of the planning system may present further opportunities to develop more on-line systems of community engagement and there will be an opportunity to review the Council’s current consultation processes and the SCI once further information is available from central government.</p>	
13/4	Haslar Developments Limited	Other	Chapter 6: Other Planning Policy Documents	It is a key requirement for our client to be notified on any emerging CIL schedule and preferably prior to its publication.	Comment noted. The contact details for the Haslar Developments Limited are already on the Council’s Local Development Framework database to receive notification letters for consultations relating to the Community Infrastructure Levy as well as the draft Local Plan. The Council endeavours to send out e-notification letters	No further amendments proposed to the SCI.

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					(printed letters will be sent where an email address is not available) prior to the publication of documents so that recipients are made aware that the Council is undertaking a planning policy consultation before the start date of the consultation begins.	
13/5	Haslar Developments Limited	Support	Paragraph 6.12	We await the opportunity to engage with GBC on the Conservation Area Appraisals	Support welcomed and comment noted.	No further amendments proposed to the SCI.
13/6	Haslar Developments Limited	Other	Paragraph 5.3	Planning for real is welcomed in the context of Haslar being a complex, extensive and challenging site to develop.	Support welcomed and comment noted.	No further amendments proposed to the SCI.
14/1	Historic England	Support	General	We support the general aims and approach of the draft SCI and welcome reference to Historic England as a statutory body in paragraph 3.15 and Appendix 1 as a specific consultation body with respect to plan-making and planning applications.	Support welcomed.	No further amendments proposed to the SCI.
14/2	Historic England	Other	Paragraph 3.5	In addition (to the above) we encourage: <ul style="list-style-type: none"> <li>a. reference to Historic England in the section of the SCI that focuses on the Duty to Co-operate;</li> <li>b. Informal consultation, in addition to the requirements of the</li> </ul>	With regards to point a. Rather than specifically mention Historic England in this context, paragraph 3.5 could be amended to include reference to heritage alongside the references to environmental conservation and enhancement so it is clear to the reader this important issue is included.	Amend paragraph 3.5 to read:  Local authorities are under a Duty to Co-operate with each other and with other prescribed bodies on strategic matters such as housing, economic growth and transport and infrastructure provision which have cross-administrative boundary implications for development

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				legislation, where issues may benefit from our early involvement.	<p>With regards to point b. The Council welcomes early and informal engagement with organisations, businesses, developers and local community groups in the plan preparation process. The Council also welcomes informal engagement on planning proposals through the pre-application process.</p> <p>Informal engagement with Historic England on the formulation of the draft Local Plan has been on-going and the Council welcomes the expertise and support Historic England provide for the plan making process.</p>	proposals and environmental <u>and heritage</u> conservation and enhancement. This needs to be undertaken constructively, actively and on an ongoing basis to maximise the effectiveness of Local Plan preparation in the context of strategic cross boundary matters.
14/3	Historic England	Other	Paragraphs 4.31-4.35	With regards to neighbourhood planning, would welcome notification of proposed neighbourhood planning areas as well as on draft plans. The regulations state that we should be consulted on draft plans where our interests are considered to be affected.	There are currently no neighbourhood plans proposed in the Borough. Should a neighbourhood plan be proposed the Council can advise the proposer organisations on potential consultees including Historic England.	Amend paragraph 4.34 to include reference to the consultation arrangements and the consultees identified in Appendix 1 of the SCI which includes Historic England.



**Gosport Borough Council is committed to equal opportunities for all.**

**If you need this information in an alternative format or language, please let us know.**

**July 2023**

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