Statement following discussion on Day 1 regarding compliance with the Statement of Community Involvement in relation the Area of Search West of A38, along Trent Valley (Inset Map 14)
1. **Introduction**

On Day 1 of the Examination the Inspector asked:

> ‘Has the Council adopted a Statement of Community Involvement and, if so, explain how consultation has been compliant with the requirements therein?’

And the County Council confirmed in [SCC Statement – Day 1 – Procedural and Conformity Matters (WS.10)](#) that:

> ‘the new Plan was prepared in compliance with the adopted Statement of Community Involvement.’

Residents opposed to the area of search west of the A38 questioned whether the requirements of the SCI had been followed.

This statement has been prepared to demonstrate that the requirements of the SCI have been followed in respect to the area of search west of the A38.
2. Consultation arrangements for Plan making

Consultation on the preparation of the Minerals Local Plan is required to be carried out in compliance with the ‘Revised Statement of Community Involvement’ (SCI) (SUB9) which was adopted by the Council in February 2014. General compliance with the arrangements in the SCI is explained in the ‘Consultation Statement – June 2015’ (SUB8) and the ‘Schedule of Representations on new Minerals Local Plan for Staffordshire June 2015 – January 2016’ (SUB5).

The table below is an extract from the Revised SCI and sets out how the Council would consult at the key stages of preparing a Local Plan.

<table>
<thead>
<tr>
<th>Stage</th>
<th>What we do</th>
<th>How we will consult</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plan preparation</td>
<td>Gathering evidence. Deciding what to look at in the plan. Developing possible options. Looking at possible social, environmental and economic impacts through the Sustainability Appraisal (SA) process</td>
<td>Consultation is primarily aimed at checking that we have got the approach right. Consultation period to last for a minimum of 6 weeks. Documents available on our website. Also viewable at our main office and libraries. E-mails or letters sent to relevant consultees and anyone who has asked to be involved.</td>
</tr>
<tr>
<td>Draft Plan</td>
<td>Producing the Draft Plan. Continuing the SA.</td>
<td>Consultation is primarily aimed at ensuring that the draft policies are right for Staffordshire. Consultation period to last for a minimum of 5 weeks. Notification of consultation on our website, with details of how to respond. Documents available on our website. Also viewable at our main office and libraries. E-mails or letters sent to relevant consultees and anyone who has asked to be involved. Targeted events may be used where these are particularly relevant.</td>
</tr>
<tr>
<td>Publication of the Proposed Submission Plan (Reg. 19-20 of 2012 Regulations)</td>
<td>Producing the version of the Plan that we want the Inspector to examine. Concluding the SA.</td>
<td>Consultation is primarily aimed at checking the “soundness” of the plan and its legal compliance. Consultation period to last for a minimum of 6 weeks. Notification of consultation on our website, with details of how to respond. Documents available on our website. Also viewable at our main office and libraries. E-mails or letters sent to relevant consultees and anyone who has asked to be involved. All representations will be submitted to the Inspector for examination along with the Draft Plan.</td>
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</table>
3. Consultation arrangements carried for the area of search

Plan preparation stage: Paragraph 4 of the Consultation Statement, explains that a consultation was undertaken on ‘issues and options’ for a new Plan (at that time referred to as a Minerals Core Strategy) in October and November 2008. This consultation did not include the area of search proposal but did include a site option referred to as Wychnor South which is located within the area of search.

Consultation at that time was carried out in accordance with the first SCI adopted 2006, and the steps undertaken are set out under paragraph 23 of the consultation Statement. The feedback received was reported to the Council’s Planning Committee in March 2009 and indicated that 499 letters were received in relation to the Wychnor South option.

First Draft Plan stage: Progress on preparation of the new Plan was deferred until 2013 to allow us to concentrate on preparation of our Waste Local Plan, which was adopted in March 2013.


The following steps were carried out in relation to all of the proposed allocations, including the area of search:

- 600 emails and/or letters were sent to notify general and specific consultees and registered interested individuals;
- 188 Parish Councils were notified (including Alrewas, Fradley, Kings Bromley, Wychnor and Yoxall);
- 1,465 letters were also sent to notify local residents who lived within and around all of the proposed allocations, including the area of search (see example of the letter attached as Appendix 1).
- The National Land Property Gazetteer was used to identify properties within 250m of the allocated areas. Officers then manually expanded this 250m buffer to include properties close the edge of the buffer zone (e.g. to include a whole street to avoid the situation where one resident may receive a letter but their next door neighbour may not). More specifically, with the area of search we added a large proportion of Kings Bromley addresses situated outside the 250m buffer. A plan showing the 250 m buffer zone and all of the properties notified within and around the area of search is included as Appendix 2. In total 879 properties were notified.
The new Minerals Local Plan for Staffordshire 2015 to 2030
Statement - Statement of Community Involvement - Area of Search West of A38

- The notification letters were supplemented by site notices and press releases which led to an article in the Lichfield Mercury.

- Mr Matthew Griffin, Minerals Planning Policy Team Leader, attended an Alrewas Parish Council meeting on 6 June 2014 and Kings Bromley Parish Council meeting on 11 June 2014 to explain the area of search allocation and the consultation process.

- We received responses from 94 external parties of which 20 related to the area of search. These included representations from Kings Bromley, Fradley and Streethay, and Alrewas Parish Councils.

**Final Draft Plan stage:** The Council consulted on the final draft of the new Minerals Local Plan (2015 to 2030) between 10 June 2015 and 31 July 2015.

The notification arrangements were almost the same as those carried out for the first draft stage described above. The only differences were that site notices were not posted around the site allocations [this was not an SCI requirement]; additional letters or emails were sent to those individuals who had made representations on the first draft plan; and, the neighbour notification letters included a plan to show the allocation areas. As before:

- 788 emails and/or letters were sent to notify general and specific consultees and registered interested individuals (now including additional representees from the first draft stage);

- 188 Parish Councils were notified (including Alrewas, Fradley, Kings Bromley, Wychnor and Yoxall); and,

- 1,465 letters were also sent to notify local residents who lived within and around all of the proposed allocations, including the area of search (see example of the letter attached as Appendix 3).

On 20 July 2015 Mr Griffin and his colleague Mr Christelow attended a combined parish meeting, hosted by Alrewas Parish Council by including representatives from the neighbouring parishes of Kings Bromley, Fradley and Streethay, Yoxall, and Wychnor. Officers again explained the area of search allocation and the consultation process.

We received responses from 535 external parties of which 222 related to the area of search. These included representations from Kings Bromley, Fradley and Streethay, and Alrewas Parish Councils.
Appendix 1: First Draft Plan stage - example of the notification letter dated 12 May 2014

Dear Sir/Madam,


I am writing to you because you have expressed an interest in the Minerals Local Plan or I consider that you may have an interest in the proposed Plan.

The new Minerals Local Plan for Staffordshire will provide policies to determine planning applications to develop the county’s mineral resources during the period 2015 to 2030 and identify suitable land for mineral working. When it is eventually adopted, it will replace the 'saved policies' in the Staffordshire and Stoke-on-Trent Minerals Local Plan 1994 to 2006.

The draft new Plan is supported by other documents including a Sustainability Appraisal that assesses the sustainability impacts of the draft Plan and the alternatives that we considered in its preparation. You can view these documents via our website:

www.staffordshire.gov.uk/planning and use the link to our “Consultation Portal”.

I invite you to respond to questions relating to the draft Plan and the Sustainability Appraisal using the questionnaire available on the consultation portal.

Responses should be received by Friday, 4 July 2014. The comments received will be taken into account as we review and finalise the Plan.

Should you have any questions regarding the document or if you would wish to discuss your representation please contact Matthew Griffin.

Yours faithfully,

Matthew Griffin
Team Leader – Minerals Planning Policy
Appendix 2: Plan showing the 250 m buffer zone and all of the properties notified within and around the area of search.
Appendix 2: Final Draft Plan stage - example of the notification letter dated 10 June 2015

Dear Sir/Madam


I wrote to you in May last year to inform you about the first draft of our new Plan, which included a site in your area that has been identified for future mineral working (Area of Search – West of the A38, along Trent Valley -shown overleaf). In addition to the sites, our new Plan also includes updated planning policies that will be used to determine planning applications for mineral development following the adoption of the new Plan.

I am now writing to inform you that we’ve now published the final draft of our new Plan and to give you an opportunity to make representations.

The final draft of our new Plan, the supporting documents, together with the comment form, are available to view online via the County Council’s ‘Consultation Portal’ (https://consultation.staffordshire.gov.uk/). If you don’t have access the internet you can at your local library. Alternatively a copy of the documents is available to view at the County Council’s offices at 1 Staffordshire Place in Stafford (address details above).

It is essential that if you wish to make representations, those representations should be received by the Council no later than 5.00pm on 31 July 2015 as it is possible that late representations will not be accepted by the Inspector.

Should you require clarification concerning the above, please do not hesitate to contact me.

Yours faithfully

Matthew Griffin
Team Leader – Minerals Planning Policy