

## Waste Core Strategy - Compliance with the Statement of Community Involvement (SCI)

November 2011

Formal consultation and public participation in developing the Waste Core Strategy are statutory requirements. The **Statement of Community Involvement (SCI)** sets out how the Council will undertake consultations on Development Plan Documents and planning applications. It was adopted by the County Council on 30<sup>th</sup> November 2006 and has been used to inform its planning consultations ever since.

Appendix 2 of the SCI sets out the County Council's Principles of Consultation. This document outlines how the Waste Core Strategy was prepared in accordance with these principles and other sections of the SCI.

**Full information on the nature and extent of how consultation on the emerging Waste Core Strategy was undertaken is set out in the Waste Core Strategy Background Document, "Pre-submission Consultation Statement (Regulation 30 document)" available on the council's website [www.worcestershire.gov.uk/wcs](http://www.worcestershire.gov.uk/wcs).**

County Council Principles of Consultation as set out in Appendix 2 of the SCI	SCI paragraphs relevant to how the Principles should be applied in the preparation of DPDs	Statement of how the development of the WCS complied with the SCI
<b>Principle One: Consultation should be needed</b>  Before any new consultation begins, a thorough search will be made to find out whether relevant questions have already been asked of the public. We will avoid unnecessary repetition and duplication. Consultation will aim to seek informed public	<b>Paragraph 1.1:</b>  "A key objective of the new planning system is to strengthen community involvement and to this end the County Council is required to prepare a Statement of Community Involvement (SCI). The purpose of the SCI is to set out in broad terms how communities and stakeholders will be engaged in the	There is a clear legal requirement for consultation on the development of the Waste Core Strategy.  The Waste Core Strategy consultations progressed from <i>Refreshed Issues and Options Consultation</i> which dealt with broad concepts, through to consultation on the <i>Publication Document</i> which dealt with

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<p>opinion and not just instant reaction. Whenever possible, the council's communication mechanisms will be used alongside consultation to inform and stimulate public interest, particularly in relation to major strategic and County wide issues.</p>	<p>preparation and revision of Mineral and Waste development documents as well as in the consideration of planning applications received by the County Council."</p> <p><i>SCI Vision: "There will be genuine opportunities for all members of the community to have a stake in the decisions that will influence minerals and waste planning within Worcestershire."</i></p>	<p>specific policy proposals and consultation on the <i>Addendum to the Submission Document</i> which dealt with detailed changes to specific sections or paragraphs in the document. This meant that some issues were revisited but that the repetition of questions was avoided where possible.</p> <p>All consultations were based on extensive consultation documents and where appropriate, summary documents were produced and provided with the questionnaires. This enabled respondents to give an informed answer.</p> <p>The County Council developed the Consultation Portal in 2009 to ensure that consultation issues were undertaken in accordance with corporate standards and that the issues were addressed corporately. This was used for all subsequent consultations to avoid repetition, duplication and "consultation fatigue".</p>
<p><b>Principle Two - Purpose should be clear - the decision principle</b></p> <p>Any consultation will contain a clear statement describing why it is being carried</p>	<p><b>Paragraph 1.18:</b></p> <p>"The County Council through the SCI will be seeking to strengthen engagement with communities through a variety of methods.</p>	<p>The purpose of each WCS consultation has always been explained in both a covering letter and a note of explanation in each consultation document (including the</p>

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<p>out and how the results will be used. It will be clear to consultees what can be changed by responding to the consultation - and what cannot. Consultation will usually be related to a decision that the Council is intending to make, and that can be influenced by the result of that consultation. This principle will be intelligently applied, as there may be circumstances in which consultation not linked to a decision is appropriate.</p>	<p>The County Council has adopted a model called the ladder of participation that sets out the different levels of involvement in consultation. The SCI adopts the following three levels of consultation</p> <ul style="list-style-type: none"> <li>• Information - Inform people what is planned and what the current position is, so they are informed about what is happening at each stage of the process. It is then up to the individual to decide if they want to get further involved. For example inform people about the outcome of a planning application or publication of the Local Development Scheme.</li> <li>• Consultation - Consult with groups/individuals, offering a number of options and taking account of the feedback, making clear what can and cannot be changed. For example inviting representations on a planning application or the draft version of a document.</li> <li>• Deciding together – Involve individuals/groups by encouraging them to provide ideas and options around a particular option. For example the</li> </ul>	<p>background papers), as well as on the Waste Core Strategy website.</p> <p>The reports themselves have all included a statement setting out what the document was, the purpose of the exercise and next steps to be taken. The WCS has been prepared using all 3 of these levels of approach. The details are set out in Waste Core Strategy Background Document, "<i>Pre-submission Consultation Statement (Regulation 30 document)</i>".</p> <p>A summary of all the comments received and initial officer response to them was also published for all consultations to indicate how the comments would be taken into account in developing the Waste Core Strategy. Where the responses will be submitted to the Secretary of State for consideration this has been made clear.</p>

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	identification of key issues that need addressing for waste disposal.	
<p><b>Principle Three - Consultation should be inclusive</b></p> <p>Consultation should aim to seek a representative cross-section of views. It is widely documented that some sections of the community are harder to engage in consultation than others. Therefore, appropriate action should be taken to ensure that the views of these individuals and groups are not excluded or overlooked.</p>	<p><b>Paragraph 1.14:</b></p> <p>"The SCI is to be inclusive and should recognise the diversity of people who live in Worcestershire and listen to everyone's views. However there are some groups who the County Council have traditionally not engaged with and their views may have been under represented in consultation processes. These are what the County Council have labelled 'hard to reach' groups. As a result of the audit of previous consultations it has been found that the views of 21 'hard to reach' groups have been under represented."</p> <p><b>Paragraph 1.15:</b></p> <p>"Although groups have been identified as being "hard to reach" often what has not been established are contact details of the people that fall within these groups. As part of the SCI process the County Council, will continue to endeavour to identify people who fall within these groups, who may have an interest in County Planning matters. The County Planning Section has already made</p>	<p>The SCI identified an initial list of consultees which specifically included hard to reach groups, as well as businesses, industry, developers, parish and district councils and members of the public. This list has been regularly updated both in response to comments received and as part of specific updating exercises. These included a general update of the original (2005) data in 2008, and a focused revision in 2010 to check that the lists of the 100 companies in the county with the largest number of employees and the waste management companies within 25 miles of the county boundary listed in Yellow Pages are up to date.</p> <p>The SCI database has been developed to identify members of these groups and this list has been used as the basis for contacting them. With the exception of the County Youth Cabinet (since disbanded) none of the hard to reach groups has wanted to meet members of the team preparing the strategy. Contact has been maintained with all the identified hard to reach groups throughout</p>

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	<p>contact with some of the groups as listed below, contacts with other groups will continued to be sought as appropriate:</p> <ul style="list-style-type: none"> <li>• Black and Minority Ethnic Groups (BMEs)</li> <li>• Young people</li> <li>• Gypsies and travellers</li> <li>• People living in rural areas</li> <li>• Parent and toddler groups</li> <li>• Those people with a disability</li> <li>• Older people"</li> </ul> <p><b>Paragraph 1.16:</b></p> <p>"It is recognised that different methods of consultation as well as the careful selection of venues will be needed to engage with people from within these groups. However whilst recognising the differing needs of these groups, due to resource constraints the aim would be to find common methods of consultation, that are appropriate and suitable for everyone."</p>	<p>the process unless they have specifically asked to be deleted from the database.</p> <p>All consultation documents have been accompanied by an "About You" form asking people to categorise themselves to enable the nature of respondents, the effectiveness of the consultation and the participation of "hard to reach" groups to be assessed. Findings have been reported in the consultation response section of the AMR.</p> <p>All of the techniques set out in the SCI were used in the preparation of the Waste Core Strategy:</p> <p><b>Direct mail/e-mail:</b> All those on our consultation database were contacted directly at each stage of the consultation process. Where relevant, customised letters were sent to industry and parish councils. Reminder letters were also sent.</p> <p><b>Making documents available:</b> All the consultation documents and reports of consultation were put on the Council's website as soon as possible. The council's</p>

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		<p>consultation portal<sup>1</sup> was developed in 2008 and all subsequent consultations have been publicised on it both in advance of and during the consultation period, as well as on the planning department's Minerals and Waste Policy web pages.</p> <p><b>Short information sheets and/or summary documents:</b> These were produced for the "<i>Emerging Preferred Options</i>", "<i>First Draft Submission</i>", "<i>Publication Document (Regulation 27)</i>" and "<i>Addendum to the Submission Document</i>" consultations. Paper and online questionnaires have been used, as well as accepting written representations by letter or email.</p> <p><b>Press releases and media coverage:</b> Press releases were issued before and after every consultation to all newspapers in the West Midlands and to the local Freecycle office, Chamber of Commerce and Federation of Small Businesses. Stories were carried on local radio station <i>BBC Hereford and Worcester</i> and in the <i>Worcester News</i>.</p> <p><b>Social media:</b> A Facebook page was</p>

<sup>1</sup> The County Council Ask Me Consultation Planner and Finder

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		<p>created for the <i>"Emerging Preferred Options"</i> consultation and was regularly updated until the end of the <i>Publication Document (Regulation 27)</i> consultation. Facebook was not used for the consultation on the <i>Addendum to the Submission Document</i> due to a technical fault preventing access to edit the page, although the page remained visible until the page was deactivated in November 2011.</p> <p>A tweet was posted on the county council "Twitter" page about the <i>First Draft Submission Consultation</i> on 7<sup>th</sup> October 2010, at that date the council had 534 followers, a further tweet was posted about the <i>Publication Document</i>. A 'tweet' regarding the <i>Addendum to the Submission Document</i> consultation was posted on the county council "Twitter" page on 5<sup>th</sup> October 2011, at that date the council had <a href="#">1,344 followers</a>.</p> <p><b>Posters:</b> As part of the <i>"Emerging Preferred Options"</i> consultation, posters were sent out to all business and industry consultees with a request that they display them where their customers could see them. Informal</p>

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		<p>feedback was that these were not readily displayed or particularly useful so this was not repeated.</p> <p><b>Word on Worcestershire:</b> As an alternative to producing newsletters each consultation was reported in "Word on Worcestershire", the county council free magazine, until it was discontinued in 2010. It was not considered useful to produce a newsletter in 2011 in advance of the "<i>Publication Document (regulation 27)</i>" consultation in March 2011 or the "<i>Addendum to the Submission Document</i>" consultation in October 2011.</p> <p><b>Workshops:</b> The Council's experience with workshops was that they did not prove to be effective. Workshops facilitated by specialist consultants were initially encouraging (held as part of the "Moving Towards the Identification of Preferred Options" consultation in 2005), however the second round of using them (as part of the "Waste Core Strategy: Preferred Options Report" consultation) was limited to one venue through lack of interest. The first set of workshops was held in Redditch, Bromsgrove and Evesham to make it easier</p>

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		<p>for people to attend. A second set of workshops was proposed for Malvern, Bromsgrove and Worcester; however there was only sufficient interest for one to be held, in Worcester. As a result of these experiences and the limited interest shown it was decided that workshops would not be held for future consultations on the Waste Core Strategy.</p> <p><b>The County Citizen's Panel:</b> This method was used in November 2008 but only proved possible once because the number of questions asked in the citizens panel are limited and there is significant competition from other Council departments.</p> <p><b>Youth Cabinet:</b> This was used during the preparation of the first Waste Core Strategy. The exercise was felt to be of limited value to both sides and was not pursued further.</p> <p><b>Joint meetings with waste industry:</b> The Council sought to set up joint meetings with members of the waste industry, however none of the organisations consulted wished to attend any such meetings. Industry representatives on the WMRTAB were consulted and explained that industry reps</p>

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	<p><b>Paragraph 1.17:</b></p> <p>"The Council will make every endeavour to meet the requirements of the Race Relations Act 2000, the Disability Discrimination Act 1995 and the Sex Discrimination Act 1975."</p>	<p>were barely able to engage at a regional level and would not take part in the preparation of DPDs unless they had specific local issues.</p> <p><b>Individual meetings with industry:</b> All known waste operators in the county were visited and interviewed between September 2008 and July 2009. Only one operator declined (on the grounds that he was too busy).</p> <p><b>The Local Strategic Partnership Environment Partnership and Economic Development Partnership groups and the Local Economic Partnership:</b> were informed of developments whenever their meeting dates coincided with new stages in the development of the Waste Core Strategy.</p> <p>These are part of the Council's statutory responsibilities. The Council always tries to meet them in all its work.</p> <p>A screening opinion on the need for an Equality Impact Assessment of the Waste Core Strategy has been undertaken with the council's Equality Officer to ensure that any special issues relating to the Waste Core</p>

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	<p><b>Paragraph 1.20:</b></p> <p>"The County Council is committed to offering equal access to its services to all members of the community. It recognises that a vital element in achieving this is the ability to communicate with people effectively. Some users have particular communication needs. The use of plain English in the drafting of development documents can contribute to the greater involvement of the community in planning. Accordingly all development documents produced by the Council will be prepared having regard to the standards established as part of the Plain English Crystal Mark campaign. In addition to the written word, the Council will make available, upon request, the following services:</p> <ol style="list-style-type: none"> <li>1. On telephoning 01905 766717 blind or visually-impaired customers can receive documents reproduced in:</li> </ol> <ul style="list-style-type: none"> <li>• Large print</li> <li>• Braille</li> </ul>	<p>Strategy and these duties are addressed. On the advice of the Equality Officer it found that no further assessment was necessary.</p> <p>The Waste Core Strategy has been developed with the standards established as part of the Plain English Crystal Mark campaign in mind. Officers involved in the preparation of the Waste Core Strategy have read the guidance contained on the Crystal Mark website. Some staff also completed the "Effective Writing for WCC" e-learning module, which aims to <i>"help you write more clearly and effectively by using plain English techniques."</i> After the formal commencement of the Revised Core Strategy in 2006 all the consultation documents have been test read by non-specialist staff to assess their readability.</p> <p>A glossary has been included in each document and progressively refined over time.</p> <p>The consultation documents all contained details of how to obtain the document in alternative formats and letters contained the Minicom service telephone number.</p>

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	<ul style="list-style-type: none"> <li>• Audiotape</li> <li>• Floppy disks, CD-ROMs or e-mail</li> </ul> <p>2. Deaf or hard of hearing customer can use the Minicom service (Tel: 01905 766399). The Minicom number will be attached to documents. It may also be possible to arrange for an interpreter. However the County Council recognise that many such customers will already have their own preferred interpreters.</p> <p>3. For those whose first language is not English the Ethnic Access link scheme (Tel: 01905 25121) provides an interpretation, translation, liaison and advice service. The ethnic access link signpost will be attached to documents."</p> <p><b>Paragraph 1.21:</b></p> <p>"Documents (and the planning register) will also be made available for inspection during normal working hours at County Hall reception as well as County libraries and one-stop shops (and District Planning Offices). Planning Committee reports and minutes of decisions will be available at County Hall reception. All documents will be</p>	<p>All of the council's consultation documents, and where appropriate the SAs and HRAs, have been available on paper at County Hall and in each of the county libraries and Worcestershire Hub customer contact centres (38 locations in the county). In accordance with the Worcestershire Partnership's policy, copies of documents are no longer formally lodged at District Council</p>

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	<p>available on the website."</p> <p><b>Paragraph 1.22:</b></p> <p>"Access to a planning officer for enquiries in relation to both planning policy and planning applications will be available during office hours, by appointment. We will do our best to assist those people who have not made an appointment, but still require assistance. However it may mean scheduling an appointment for another time."</p>	<p>Offices because the Libraries and Hubs are more accessible and open for longer hours. Current consultations and copies of all earlier documents, the council's response to all the comments received and copies of background documents (including working drafts and "Living Documents") have been maintained throughout the process of developing the strategy and on the council website.</p> <p>All letters and documents have stated that paper versions of all documents have been available free from the council on request. Several requests were received for these documents.</p> <p>Very few requests have been made to meet staff without making an appointment. As far as the council's current staff are aware, no requests for meetings or appointments regarding the Waste Core Strategy have been refused.</p>

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	<p><b>Paragraph 1.23:</b></p> <p>"There are clear obligations and responsibilities on Local Authorities to promote equality and recognise the needs of all sections of their community. To ensure that we do not discriminate against people who have a disability, in any of our consultation exercises we will select, and inspect in advance, venues that are accessible and/or have facilities for disabled users. Likewise displays will be positioned in accessible locations only. Sign language interpreters will be provided where required. Dogs for the blind will also be welcomed to consultation events. The Council have operated a Race Awareness Campaign for a number of years to remove unlawful discrimination and promote equality. Gypsies and travellers are a recognised racial group."</p>	<p>The venue for Waste Core Strategy Examination in Public has not yet been decided, but these considerations will be taken into account.</p>
<p><b>Principle Four - Consultation should be well planned and timely</b></p> <p>Major consultations will be identified in advance through the Council's business planning process. Consultees will be given adequate time to prepare their response. It is</p>	<p><b>Paragraph 2.2:</b></p> <p>"Development Plan Documents can be either in the form of a core strategy, site specific allocations of land or an area action plan, all of which must be accompanied by a proposal map that illustrates the spatial extent of the</p>	<p>All consultations have been undertaken in accordance with the Local Development Scheme (LDS) and for a minimum of 6 weeks.</p> <p>The LDS has been revised several times in order to take account of changing</p>

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<p>recognised that the length of time will vary depending on the time of year and the level of response that is being sought. Sufficient time will be allowed for the results of consultation to be collated, analysed and considered, so that the results of consultation can be considered properly.</p>	<p>policies. A programme for the production of documents that the County Council will be preparing is included within the Minerals and Waste Development Scheme. It is important to note that the Minerals and Waste Development Framework is prepared within the context of the Regional Spatial Strategy (RSS). Any local community engagement needs to be aware of these wider regional influences as well as the involvement of the key stakeholders such as the Regional Planning Body, adjoining authorities and the needs of the Minerals and Waste Industry."</p> <p><b>Paragraph 2.10:</b></p> <p>"Formal consultation periods will be for a six-</p>	<p>circumstances, notably the Council's annual revision of its Cabinet timetable. These revisions were discussed with and agreed by Government Office for the West Midlands (until 2011 when the office closed). The LDS is available on the Council's website. Decisions to undertake consultations have to be agreed by the Council's Cabinet and have therefore been available on the Council's Forward Plan (on the website and elsewhere) 3 months in advance of the decision.</p> <p>Because of the approach adopted the Waste Core Strategy does not include a Proposals Map.</p> <p>The Waste Core Strategy was prepared in the context of the emerging Phase 2 Revision of the WMRSS and is substantially based on the evidence underpinning the phase 2 review. References to the RSS, its changing status and the use and availability of regional data and evidence papers have been included in all the consultation documents produced.</p> <p>The consultation periods for the "<i>Refreshed Issues and Options</i>" and the "<i>Emerging</i></p>

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	<p>week period. Wherever possible informal consultations will also be for a minimum period of 6 weeks. It is our aim that all responses received during consultations will be acknowledged. All representations will be considered and the response to each representation will be made clear in a report at the end of each consultation period. The report will be made available via the website and at County Hall reception and libraries etc."</p> <p><b>Appendix 4:</b></p> <p>Appendix 4 sets out potential methods for community engagement at each stage of the preparation of Local Development Documents.</p>	<p><i>Preferred Options</i>" reports were both for 12 weeks: 29<sup>th</sup> September to 19<sup>th</sup> December 2008, and 16<sup>th</sup> November 2009 to 4<sup>th</sup> February 2010. On GOWM's advice however, in order to enable as early a submission as possible, the consultations for the subsequent "<i>First Draft Submission</i>", "<i>Publication Document (Regulation 27)</i>" and "<i>Addendum to the Submission Document</i>" were for only for 6 weeks.</p> <p>All representations were acknowledged individually and representors informed of the publication of the document setting out the results of the consultations and our initial response to them. Those who responded to consultation on the "<i>Publication Document (Regulation 27)</i>" and "<i>Addendum to the Submission Document</i>" will be contacted with information about the examination.</p> <p>The details and timetable set out in Appendix 4 of the SCI were followed during the early stages of the development of the WCS.</p> <p>The withdrawal of the first submitted WCS in 2008 coincided with changes in advice from GOWM about the status of the SCI. That</p>

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		advice, together with revisions to PPS 12 and the statutory regulations, was that the council should not formally revise its SCI and that it was not necessary to include a revised programme of public participation in the council's AMR. In practice the methods followed reflected the original SCI proposals and included two extra stages for public comment (the <i>First Draft Submission</i> and <i>Addendum to the Submission Document</i> ).
<p><b>Principle Five - Methods should be appropriate and well managed</b></p> <p>The council will use a wide range of public consultation methods. They will be used appropriately, reflecting the strengths and weaknesses of each method and will be managed with a clear understanding of the particular skills, knowledge and resources that consultation requires.</p>	<p><b>Paragraph 1.16:</b></p> <p>"It is recognised that different methods of consultation as well as the careful selection of venues will be needed to engage with people from within these groups. However whilst recognising the differing needs of these groups, due to resource constraints the aim would be to find common methods of consultation, that are appropriate and suitable for everyone."</p> <p><b>Paragraph 2.8:</b></p> <p>"As part of the evidence gathering exercise in preparing the Statement of Community Involvement the Council updated its electronic database. Anybody making</p>	<p>All of the techniques set out in the SCI were used in the preparation of the Waste Core Strategy (see Principle 3 above).</p>

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	<p>comments on any of the local development documents will, if not already, be automatically included on the database (unless requested not to be). As the stages of plan preparation proceed, we will send all interested parties either an email, or letter, informing them of the consultation opportunities as they arise. For major exercises newsletters may also be prepared to keep interested parties informed of progress. The wider community will also be kept up to date with preparation of documents through hosting all new documents on the Councils website and by providing information to the press. Information will also be disseminated using existing networks such as the Worcestershire Partnership Local Strategic Partnership."</p> <p><b>Paragraph 2.9:</b></p> <p>"However whilst it is acknowledged that there are different aspirations as to when people wish to be involved in the plan making process, the majority of respondents to the evidence gathering (in advance of preparation of the SCI) favoured being consulted on drafts and informed of the</p>	<p>The people on the database have been asked twice to confirm that they wish to remain on it, to recommend other organisations and to specify their preference for letter or email communication. The database has been updated following each stage of consultation in response to requests from consultees for removal and expressions</p>

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	<p>outcome rather than being directly involved. Using the database of contacts that has been developed over preceding consultation exercises, we will endeavour to tailor/target the timing of consultation according to the preferred stage, but where a preference is not known, the submission of representations will be encouraged at each stage from all parties. Continual efforts through the application of new and innovative events and techniques of consultation will be made so that we establish a database that is representative and inclusive of all community and society interests."</p> <p><b>Paragraph 2.11:</b></p> <p>"Throughout the plan making process, community involvement will remain a constant consideration. However in order to develop a sense of ownership, and effectively to influence the direction of policies, the Council will encourage communities to become involved early in the planning process. A common aim of consultation will be to seek consensus on the essential issues early in the process thus avoiding protracted arguments and serious</p>	<p>of interest.</p> <p>During the development of the previous submission, people on the database were asked to specify which stages they wished to be consulted on. However, in order to ensure the best possible coverage this approach was not used for the revised Waste Core Strategy; all members of the database have been informed of all matters at every stage.</p> <p>The consultation process undertaken reflected this assumption, with very open ended consultation undertaken through workshops at the evidence gathering and option setting stages and focused questionnaires asking for responses to increasingly precise questions as it progressed.</p>

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	<p>objections at the examination stages. It is important therefore that communities and stakeholders become involved in the preparation of the development documents as early as possible. As the process continues, the opportunity to influence proposals diminishes."</p> <p><b>Paragraph 4.5:</b></p> <p>"Providing information electronically can provide benefits for both the County Council and the public. It can reduce staff time that is spent dealing with requests for planning information and the printing and distributing of this information. It can also save time for people requiring this information, as they can access the information they want immediately. However not everybody has access to a computer, so the County Council will continue to provide information in other formats."</p> <p><b>Paragraph 4.6:</b></p> <p>"The County Council will make all mineral and waste development documents and associated reports available on its website."</p>	<p>All consultation and associated documents, as well as drafts of the Background Documents, and information about the current and expected future stages in developing the WCS have been provided electronically on the Waste Core Strategy web pages on the council's website. A short-link (<a href="http://www.worcestershire.gov.uk/wcs">www.worcestershire.gov.uk/wcs</a>) has been provided on consultation letters and public notices, alongside a statement that paper copies will be provided on request.</p>

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<p><b>Principle Six - Results should be acknowledged and fully considered</b></p> <p>The full range of views expressed during consultation will be acknowledged and attention drawn to areas of agreement and disagreement. The results of public consultation will be weighed carefully together with other evidence and considerations before decisions are made.</p> <p><b>Principle Seven - Accessible feedback should be given</b></p> <p>Accessible feedback will be provided both on the results of consultation and on how they have been used, in order to encourage greater public participation in the future.</p>	<p><b>Paragraph 2.10:</b></p> <p>"... It is our aim that all responses received during consultations will be acknowledged. All representations will be considered and the response to each representation will be made clear in a report at the end of each consultation period. The report will be made available via the website and at County Hall reception and libraries etc."</p>	<p>All comments were acknowledged as soon as possible after receipt.</p> <p>After each consultation a response report was produced. Comments were reported verbatim where possible and where a summary was provided this was made clear. An officer response was made to each comment and any actions proposed were set out. Copies of the report were made available at county libraries, hubs and on the council's website. All those who responded were subsequently informed by letter when the report was available and copies were provided free on request.</p>
<p><b>Principle Eight - Effectiveness should be evaluated</b></p> <p>The effectiveness of major public consultation will be evaluated and the results shared to encourage broader lessons to be learned. Evaluation will consider not only the number of responses received but also the quality, cost and timeliness of the consultation and the overall usefulness of the</p>	<p><b>Paragraph 4.8:</b></p> <p>"This SCI will be subject to regular monitoring to ensure that it is fostering community engagement. The review will consider the relative success of its community involvement techniques, give consideration to emerging best practices and to the comments from consultees. Should changes occur with regard to the types of consultation</p>	<p>The Council's Communications Team has developed advice on how the public should be engaged and this has been followed (other than where statutory regulations specified differently). The effectiveness of the council's communication techniques has therefore been assessed corporately.</p> <p>The council has also undertaken specific assessments of the effectiveness of its</p>

County Council Principles of Consultation as set out in Appendix 2 of the SCI	SCI paragraphs relevant to how the Principles should be applied in the preparation of DPDs	Statement of how the development of the WCS complied with the SCI
<p>results in helping to inform decisions.</p>	<p>groups, ability to use different techniques of engagement or in relation to the documents being prepared, revisions will be made to this Statement. Any amendments that are proposed will be advertised for comment following the same procedure as the preparation of the original Statement. The findings of the review and monitoring of the SCI will be reported every year in the Council's Annual Monitoring Report.</p>	<p>consultation methods regarding the Waste Core Strategy by occasional surveys.</p> <p>During spring 2008 a satisfaction survey/questionnaire was sent out to contacts on the SCI database, to collect data that would allow the Planning team to establish how successful the SCI has been in fostering community engagement.</p> <p>Of the questionnaires that were sent out, 151 replies were received. Letters and emails were by far the most popular way to keep people informed of the Waste Core Strategy process.</p> <p>In winter 2009 - spring 2010 respondents were asked to complete a short satisfaction survey in relation to the Emerging Preferred Options consultation for the Waste Core Strategy. To save on costs, this was sent out at the same time as the Waste Core Strategy First Submission Draft Consultation.</p> <p>Direct mail, local newspapers and the County Council website (in that order) remain the most popular ways to find out about County Council planning issues.</p>

