



STATEMENT OF COMMUNITY INVOLVEMENT

November 2021

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1. INTRODUCTION

1.1 What is the Statement of Community Involvement?

1.1.1 Planning policies help shape the places where people live, work, are educated, visit and invest in, and it is therefore essential that Havering's stakeholders, including residents, have an opportunity to take part in the process. Planning affects everyone in the community and Havering is committed to involving a wide range of people, communities, organisations and businesses in the planning process, including those who are traditionally under represented.

1.1.2 The purpose of the Statement of Community Involvement (SCI) is to set out the preferred options and legal requirements for involving the community and other stakeholders in:

- The preparation of planning policies which will set out the long term strategic planning priorities, objectives and opportunities for development and clear policies on what will or will not be permitted and where.
- The determination of planning applications.

1.1.3 The National Planning Policy Framework (NPPF) 2021 stresses the importance of early and meaningful engagement and collaboration with neighbourhoods, as many benefits can be obtained from it; greater focus on priorities identified by the community, making use of local knowledge, increasing community cohesion, efficiency, effectiveness and support for the planning service.

1.2 Why do we need a new Statement of Community Involvement?

1.2.1 The Council has adopted the Havering Local Plan (2016-2031) and will now be undertaking an immediate update of the Local Plan. The new SCI will support this process and set out how the community and other stakeholders will be consulted and how they can influence the Plan as it develops.

1.2.2 A new SCI is needed so that it can take into account new legislation, and updated methods of communication with stakeholders. Since the covid-19 pandemic started, the Council and its residents have had to adapt to new ways of working and communicating online. This has accelerated people's familiarity with online engagement tools and allowed a wider variety of people to easily access and keep up to date with decisions. This update to Havering's SCI embraces the opportunity this has presented for online consultation, while also keeping traditional consultation methods for those who need it.

2. HAVERING'S STAKEHOLDERS AND LOCAL COMMUNITY

2.1 Havering's community

- 2.1.1 Havering's community is made up of many different groups including residents, workers, visitors, service providers, businesses and community groups all of whom can have a wide range of differing views, aspirations and priorities. Havering wants to encourage everyone in the borough to get involved in planning the future of the borough.
- 2.1.2 Havering's community profile is ever-changing. The way we communicate should reflect this changing population and any challenges for engagement that come with it. There are groups in the community that frequently do not get involved in consultations and planning. These are mainly young people, ethnic minorities, disabled persons, Gypsy's and Traveller's and LGBTQ+. These groups make up an increasing and important part of Havering's community. Community groups representing these parts of Havering's community will be reached out to and encouraged by the council to take part as set out in section 3.6.2.

2.2 Consultees

- 2.2.1 The Local Planning Regulations 2012 require the Council to consult and notify a number of 'specific consultation bodies' when preparing Local Plans. The Council may also consult any of the 'general consultation bodies' and residents or other such persons carrying out business in the area that the Council considers is appropriate.
- 2.2.2 The full list of specific consultation bodies who are required to be consulted are set out in Appendix A.
- 2.2.3 The general consultation bodies (optional consultees) are also set out in Appendix A.

3. COMMUNITY INVOLVEMENT IN PLAN MAKING

3.1 Introduction to planning policy documents

3.1.1 There are a number of planning policy documents that the Council is either required or may wish to produce. The different types of documents are set out below. Figure 1 shows the hierarchy of these documents within the national scale.

The Local Plan

3.1.2 The Council is required to produce a Local Plan for the Borough. Local Plans set out the long-term strategic planning priorities, objectives and opportunities for development. Decisions on planning applications are taken in accordance with the policies set out in Local Plans, the London Plan (produced by the Mayor of London) and the NPPF (produced by the National Government).

3.1.3 The Local Plan has to be consistent with national planning policy (the NPPF) and in general conformity with the London Plan. Havering has recently adopted its Local Plan (2016-2031) but has agreed to an immediate update as per the request of the Planning Inspectorate. Until an updated Local Plan is adopted, development in Havering will continue to follow the policies in the current Local Plan, the London Plan (2021) and the National Planning Policy Framework (2021).

3.1.4 Local Plans are required to be supported by a robust evidence base. This includes a range of topics such as housing, waste, retail, growth, etc. Evidence base documents are usually published and consulted on alongside submission of the Local Plan.

3.1.5 For details on the process of preparing a Local Plan refer to section 3.2.2.

Neighbourhood Plans

3.1.6 The Localism Act 2011 introduced new powers enabling local communities to come together to prepare Neighbourhood Plans. Neighbourhood Plans set out policies in relation to the development and use of land for a designated Neighbourhood Area. In Havering a Neighbourhood Plan would need to be produced by a designated community group, known as a Neighbourhood Forum. The Plans are approved through referendum after being checked for legal compliance by an independent examiner. There are currently no Neighbourhood Forums or Neighbourhood Plans in Havering.

Supplementary Planning Documents

3.1.7 Supplementary Planning Documents (SPD) provide further detail and guidance on the implementation of policies set out in a Local Plan, but they cannot set new policies.

3.1.8 SPDs are subject to public consultation prior to being adopted. For further details on the process of preparing an SPD refer to section 3.4.

Local Development Scheme

3.1.9 Local planning authorities are required to prepare and maintain a Local Development Scheme (LDS). The purpose of the LDS is to set out the plans and policy documents that will be prepared by the Council and a timetable for their delivery. The Local Development Scheme is not subject to public consultation.

Authority Monitoring Report

3.1.10 The Localism Act 2011 requires local authorities to prepare and publish an Authority Monitoring Report (AMR) containing information on the implementation of the Local Plan. The Authority Monitoring Report is not subject to public consultation but provides useful information which may be of interest to residents and other stakeholders.

Community Infrastructure Levy

3.1.11 The Community Infrastructure Levy (CIL) is a levy that local authorities can choose to charge on new developments in their area that goes towards the cost of infrastructure (e.g., schools, community spaces).

3.1.12 The charging authority (The Council) sets out its levy rates in a charging schedule. The Charging Schedule is subject to public consultation before it can be submitted and examined in public by an independent planning inspector. Further details on the process of introducing a Community Infrastructure Levy are set out in section 3.5.

3.1.13 The London Borough of Havering adopted its Community Infrastructure Levy (CIL) in July 2019. The levy applies to CIL liable developments granted planning permission on or after 1 September 2019.

3.1.14 The Mayoral CIL (MCIL) is also applicable in Havering, which is a levy set by the mayor to help fund Crossrail. MCIL applies to most new developments in London, with exemptions for some types of development such as affordable housing, self-build, educational facilities, etc. MCIL 1 charging rates are for planning permission granted between 1st April 2012 and 31st March 2019. The most recent charging rates (MCIL 2) apply to planning permissions granted from 1st April 2019 onward. MCIL charging rates are subject to consultation and

examination in public. Consultation on MCIL draft charging schedule is held by the Greater London Authority.

3.1.15 Further information, including the CIL charging schedule, is available on the Council's website. Any changes to the Havering CIL would be subject to public consultation and examination in public.

Sustainability Appraisal

3.1.16 A Sustainability Appraisal (SA) is a statutory requirement, the purpose of which is to ensure that the principles of sustainable development are integrated into the plan making process. Local Plans must be accompanied by a Sustainability Appraisal, which is prepared in parallel to the Local Plan Process. It is a key tool used to appraise the environmental, economic and social effects of plans, strategies and policies.

3.1.17 The specific consultation bodies for SAs are set out in the Environmental Assessment of Plans and Programmes Regulations 2004. These are; Historic England, Natural England and the Environment Agency.

3.1.18 For further details on the process of preparing a Sustainability Appraisal for the Local Plan, refer to section 3.3.



Figure 1: Hierarchy of planning documents

3.2 Community Involvement in the Local Plan

Table 1: Actions (What we will do)

a.	Consult for a minimum of 6 weeks (possibility of a longer consultation period if the consultation falls at certain times such as Christmas or Easter)
b.	Publicise and make documents and relevant information available on the Council's website
c.	Notify specific consultation bodies by email
d.	Publicise via Council's Social media platforms (Twitter, Facebook, Instagram, and/or YouTube channel)
e.	Notify registered contacts (refer to section 3.6) by email
f.	Issue a statutory public notice in the Romford Recorder
g.	Make documents available for inspection in council offices*
h.	Make documents available in alternative formats on request (refer to section 3.7)
i.	Publicise in the Council's email newsletter 'Living in Havering'

*exceptional circumstances, such as health pandemics, could result in documents not being able to be viewed in person. The Council will always follow the most up to date government guidance on these circumstances and will ensure consultation during these times are carried out in the safest and most constructive way for residents.

Stage 1: Preparation and initial consultation (regulation 18)

- At this stage an initial consultation document will be prepared and it will be subject to public consultation. All actions in table 1 will be taken.

Stage 2: Publication (regulation 19)

- At this stage the Local Plan is published in what is considered its finalised form. All actions in table 1 will be taken.
- The purpose of consultation at this stage is to comment on the soundness of the Plan (as set out in the NPPF) and its conformity with legal and procedural requirements.

Stage 3: Submission to Secretary of State (regulation 22)

- At this stage, the Plan, the Sustainability Appraisal, any information documents that are appropriate, and a report of the consultation process and results, are forwarded to the Secretary of State for consideration.
- A programme officer is appointed who is responsible for organising and running the Examination on behalf of the Inspector.
- There is no consultation at this time.

Stage 4: Public Examination (regulation 24)

- At this stage the Local Plan is ‘examined’ by the Planning Inspectorate on whether it is ‘sound’ and has met all of the legal requirements. Details of the examination process will be available on the Council’s website.

Stage 5: *Further Consultation* (regulation 25)

- The Inspector may suggest changes to the Local Plan and further consultation may be required at this stage. Any representations will be considered by the Inspector and not the local planning authority. If further consultation is required it will be carried out in accordance with the commitments for the initial consultation and publication stages.

Stage 6: *Adoption* (regulation 26)

- At this stage the Council adopts the final version of the Local Plan. The finalised documents will be made available and an adoption statement will be sent to the SoS and those on Havering’s consultation database. There is no public consultation at this time.

3.3 Community Involvement in Supplementary Planning Documents

Stage 1: *Preparation*

- At this stage a draft version of the SPD is prepared
- There is no specific requirements for this stage. Informal engagement with relevant stakeholders to identify key issues may be held.

Stage 2: *Public Consultation* (regulation 12 and 13)

- At this stage the draft SPD is published for consultation. Following public consultation, the representations received will be considered and amendments will be made to the Supplementary Planning Document. All actions from Table 1 will be taken. Please note the statutory consultation period is 4 weeks for SPDs.

Stage 3: *Adoption* (regulation 14)

- At this stage, the Council adopts the final version of the SPD. The finalised documents will be made available and an adoption statement will be sent to those on Havering’s consultation database. There is no public consultation at this time.

3.4 Community Involvement in setting a Community Infrastructure Levy charging schedule

Stage 1: *Preliminary draft charging schedule* (regulation 15 of the CIL regulations 2010)

- A preliminary draft charging schedule is consulted on. All actions from table 1 will be taken. Please note the statutory consultation period is 4 weeks for CIL preliminary draft charging schedules.

Stage 2: *Draft Charging Schedule Publication* (regulation 16)

- At this stage the Draft Changing Schedule is published for consultation, after taking into consideration comments from stage 1, in what is considered to be

its final form. All actions from Table 1 will be taken. Please note the statutory consultation period is 4 weeks for CIL draft charging schedules.

Stage 3: *Independent examination* (regulation 19 and 20)

- At this stage, the Charging Schedule, Statement of consultation and any supporting documents are submitted to the Secretary of State for examination.
- There is no public consultation at this time.

Stage 4: *Examiner's report and publication* (regulation 23 and 25)

- Examiner's report is published, setting out recommendations. If approved, the Council adopts the final version of the CIL Charging Schedule.

3.5 Community Involvement in Sustainability Appraisal

3.5.1 A Draft Scoping Report is prepared by the Council which sets the context, establishes a baseline and decides on the scope. This draft report is subject to public consultation and all actions from Table 1 will be taken (please note that the consultation length for the SA is 5 weeks instead of 6 weeks as set out in Table 1).

3.5.2 The report is then developed, refined and finalised, alongside preparing the submission version of the Local Plan. The SA report is then consulted on alongside consultation on the Submission version of the Local plan (all actions from table 1 will be taken). Lastly, the SA report is adopted and effects of implementing the Local Plan will be monitored.

3.6 Havering's Planning Consultation Database

3.6.1 The Council maintains a Consultation Database of local individuals and businesses who have expressed an interest in being consulted on the preparation of Havering's Local Plan and other planning policy documents. When consulting on planning policy documents, we will email or write to every registered contact as set out in sections 3.2-3.5.

3.6.2 Additionally, we may reach out to groups or people that we feel are quiet communities to ask them to be added to the consultation database (reference 2.1.2). This is to encourage different communities in Havering to have the option to become involved in planning.

3.6.3 If you would like to be added to this Consultation Database, please contact: developmentplanning@havering.gov.uk.

3.6.4 All data is held in accordance with the Data Protection Act 2018.

3.7 Availability of Documents in Alternative Formats

3.7.1 The Council offers alternative formats (such as Large Print or Easy Read), translation and interpreting services for disabled service users and those who do not speak or read English. Please contact developmentplanning@haverling.gov.uk for further information.

3.8 The Duty to Cooperate

3.8.1 The Duty to Cooperate was introduced by the Localism Act 2011. It places a legal duty on local planning authorities, to engage constructively, actively and on an on-going basis to maximise the effectiveness of Local Plan preparation in the context of strategic cross boundary matters. The Council appreciates the value and efficiency that can be achieved through joint working and sharing of information and best practices.

3.8.2 The way in which the Council meets its Duty to Cooperate will vary depending on the type and scope of the planning document involved and the strategic issues and cross boundary implications. The full list of our Duty to Cooperate partners are in Appendix A.

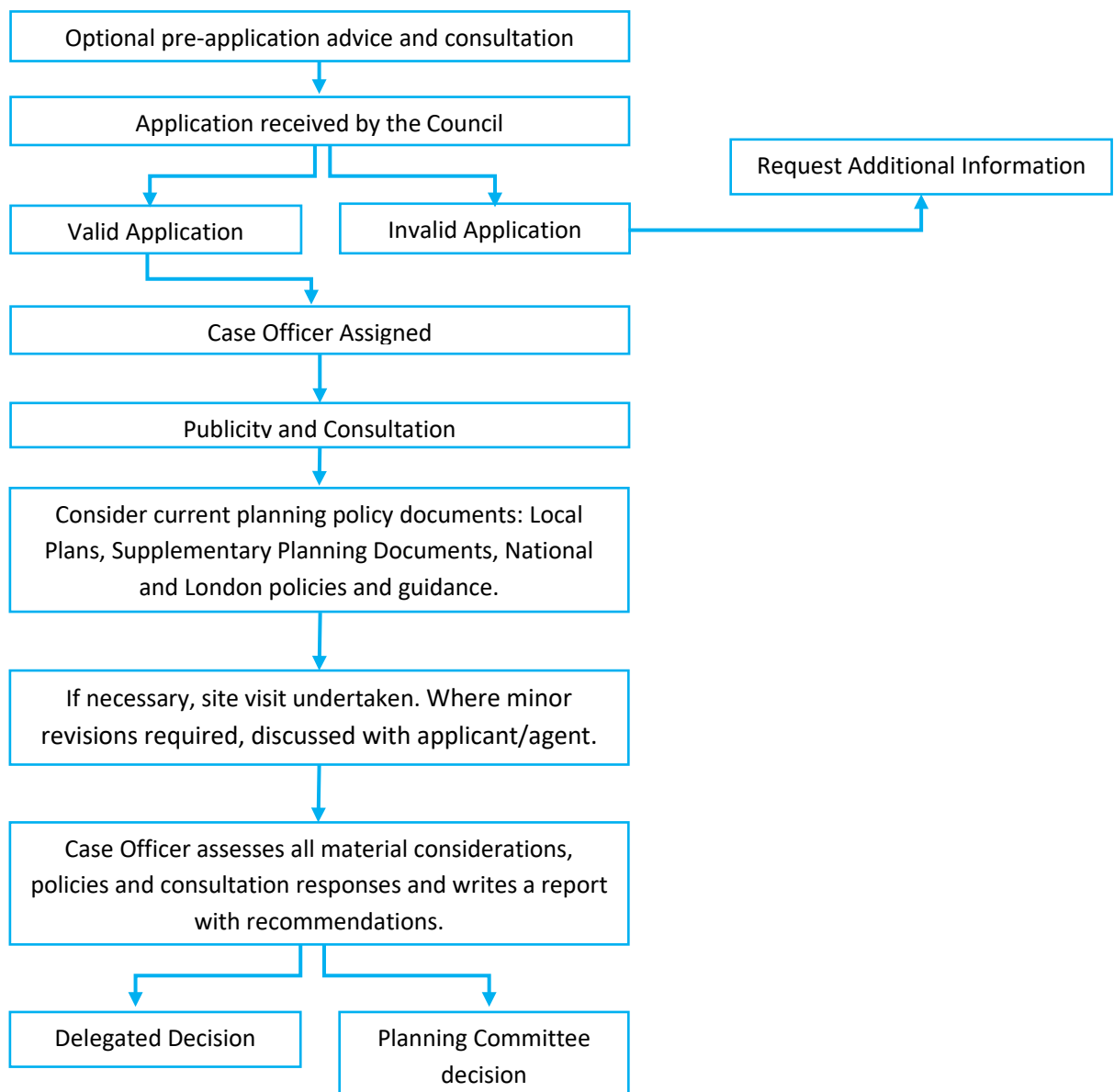
4. COMMUNITY INVOLVEMENT IN PLANNING DECISIONS

4.1 The Planning Application Process

4.1.1 The Council determines around 3000 planning applications each year, ranging from householder extensions to major new residential, retail or office developments. Planning legislation sets out minimum requirements for publicising and consulting the community and stakeholders on planning applications. This section explains how the Council will meet these requirements and seek to encourage awareness of and involvement in the planning application and decision-making process.

The diagram below describes the planning application process.

Figure 2: The Planning Application Process



4.2 Community Involvement at the Pre-application Stage

- 4.2.1 In line with the NPPF 2021 and National Planning Practice Guidance, the Council strongly encourages prospective applicants to engage and consult with neighbours and other stakeholders who might be affected by their proposal, prior to submitting the application to the Council.
- 4.2.2 Involvement of stakeholders and the wider Havering community at the pre-application stage can help early identification of potential issues, ease the subsequent planning process and lead to an improved development.
- 4.2.3 Pre-application consultation does not replace the statutory period of notification and consultation. Refer to section 4.3 for further information.
- 4.2.4 The Council strongly encourages developers to make use of meaningful pre-application consultation, as this is the stage where residents can have the greatest influence on proposals. The applicant should be able to justify that the methods used are reasonable in relation to the scale and potential impacts of the development and that the consultation reaches those who will be affected by the proposal. The Council expects engagement methods to take a variety of forms, to reach as many residents and local stakeholders as possible. For example:
- Public meetings, presentations and focus groups, which take place at a suitable location and time of day for the community
 - Creation of a dedicated website where proposals can be seen and comments can be made
 - Press releases
 - Local exhibitions
 - Notification letters
 - Leaflet drops and posters
- 4.2.5 Developers should have regard to comments gathered by the consultation undertaken when deciding whether to make any changes to their proposals before submitting their planning applications. It should also be noted that a statement of community involvement is a requirement in the council's validation list for all major developments. This should summarise the type of consultation carried out, the key issues raised and how the scheme has been amended to addresses these issues.

4.3 Community Involvement at the application stage

4.3.1 Once a planning application has been received and validated there is a process of publicity, notification and consultation that is undertaken to ensure that stakeholders and the community have the opportunity to have their say on the development proposed. The extent of notification is set out in Table 2. Certain types of application are not subject to public notification. These are set out in Appendix B.

Neighbour Notification and Site Notices

4.3.2 For most planning applications, the Council has a statutory duty to either notify any adjoining occupier or display a site notice close to the site. All letters are addressed to 'The Occupier' as we do not hold details of ownership.

4.3.3 The Council's current practice is to notify adjoining occupiers where there is a statutory duty unless it is not possible to identify all adjoining properties, in which case a site notice is displayed as close as possible to the proposed development site.

4.3.4 In certain circumstances the Council is required to display a site notice, for example applications in a Conservation Area, works to a listed building, major applications, and 'departures' from the development plan. In such circumstances a newspaper advertisement also appears in the local press, currently the Romford Recorder.

How can planning applications be viewed?

4.3.5 All received applications are made available on [Havering's website](#) and a list summarising all of applications received in the last 7 days is published weekly. To search for and view older planning applications, visit the [planning applications search](#) page on the Council's website.

4.3.6 In circumstances where use of electronic means to view applications is not possible, a request can be made for an appointment (during normal office hours) for viewing. This is for exceptional circumstances only.

Consultation with Statutory Bodies

4.3.7 Some applications may require that specific consultation bodies be involved in the decision making process. This will depend of the scale of the application and what its scope is. A list of consultees is at Appendix A.

4.3.8 The Mayor of London is consulted on all planning applications that are of potential strategic importance to London. These applications are called 'referred' applications. The Mayor may direct refusal, determine the application or allow the Local Planning Authority to determine the application itself. The Mayor of London Order (2008) sets out the criteria that determine if an application is referable. The criteria includes but is not limited to:

- development of over 150 residential units
- development over 30 metres in height (outside the City of London)
- major development on Green Belt or Metropolitan Open Land

4.3.9 Neighbouring Local Authorities will also be consulted on major or strategic applications that are adjacent to their area and / or may have a significant impact on them.

4.3.10 The Council will review all applications and identify when and where specific consultation bodies should be consulted on a planning application. Following these notifications, there is a period of 21 days on applications (or 18 days in the case of applications for public service infrastructure development) for any interested consultee to submit their comments.

Further Notification and Consultation

4.3.11 Sometimes a planning application's content is amended by the applicant following consultation or negotiation. If the changes are significant, there will be a further round of notification and consultation, but usually shorter than the initial one. If the changes are not significant, or in the Council's opinion overcome the concerns raised by neighbours or consultees, further notification or consultation will not generally be considered necessary.

How to submit comments

4.3.12 Anyone is entitled to submit comments on a current planning application regardless of whether or not they were personally notified. For comments to be taken into account they must be made in writing and include the name and address of the person making the comments. The Council is unable to take into account comments made over the telephone. Comments should be submitted online via the planning applications search or via a letter sent to the London Borough of Havering, Town Hall, Main Road, Romford, RM1 3BD

What comments on a planning application can be considered?

4.3.13 Comments can be made in support of, or to object to a planning application. A material consideration is a matter that should be taken into account in deciding a planning application or on an appeal against a planning decision. Material

considerations can include (but are not limited to); overlooking/loss of privacy, loss of outlook, parking, highway safety, noise, government policy, layout and density of building, etc.

- 4.3.14 Issues such as loss of view, infringement of private property rights or covenants or negative effect on the value of properties are not material considerations.

Speaking at committee

- 4.3.15 The majority of planning applications are determined by officers under powers delegated through the Council's constitution. Where the decision is to be by Members of a committee, Planning Committee makes decision on smaller scale planning applications, while Strategic Planning Committee considers large scale applications that are significant for the borough. Planning officers present reports and recommendations to the Elected Members who sit on the Committee. It is these Elected Members who decide whether to grant or refuse planning permission for these applications.

- 4.3.16 The only members of the public allowed to speak at the meeting are those who have objected to the application and have registered to speak with the Council beforehand.

- 4.3.17 All objectors to an application will receive notification a few days before the Committee meeting to let them know the proposal to which they are objecting is to be considered. Only one objector can usually speak and this would be the first person to register. The registered objector can speak against the proposal for up to three minutes (Planning Committee) or five minutes (Strategic Planning Committee).

- 4.3.18 The applicant is given the opportunity to reply. Full details of the speaking arrangements can be found online in the [Planning Committee Procedure Rules](#).

- 4.3.19 Agenda and minutes from all Planning and Strategic Planning Committee meetings are available [online on the Havering Website](#). Agendas for future meetings are published at least five working days in advance and can be downloaded from the Council's website.

Notification of a decision

- 4.3.20 Once a decision is made on a planning application the decision notice is made available on the Council's website through the [planning search page](#). Provided those making a representation provide a valid email address, the Council will

send an email to those who commented on the application during the consultation period to notify them of the decision.

4.4 Community Involvement at the Appeal Stage

4.4.1 Where planning permission is refused or granted subject to conditions, the applicant has a right of appeal against the refusal or conditions. Appeals are made to the Planning Inspectorate, an executive agency of the Government.

4.4.2 When appeals are made, those who were notified of the application and any other objectors will be notified by the Council. Where the proposal is for householder or minor commercial development, the Council will send copies of objections received to the Planning Inspectorate. There is no opportunity for further representations to be made. For other proposals, the Council will include within the notification details of how to make further representations to the Planning Inspectorate.

4.5 Developments that require Prior Approval

4.5.1 Certain development does not need planning permission, but does need an application for prior approval from the Council – examples include mobile phone masts, larger residential extensions, upward extensions of buildings and certain changes of use of buildings. The Council can only refuse such applications on limited grounds and must do so within a specified time (usually 56 days, 42 days usually for larger residential extensions). Adjoining occupiers are notified of applications, and comments received, if relevant, are taken into account.

4.5.2 Applications will not be reported to the Planning or Strategic Planning Committee so there is no opportunity for objectors to be heard through speaking at committee.

4.6 Additional Information for applicants

4.6.1 The Council offers a pre-application service for prospective applicants, further information including fees can be found [here](#).

4.6.2 For large-scale developments, a Design Review Panel may be recommended to ensure that the quality of the proposal mirrors current best practices. A review Panel is an independent group of Urban Designers, Architects, Landscape Architects and other professionals that give advice to the developer, as well as to the council, regarding a specific application.

4.6.3 Further details on all aspects of the application process can be found [here](#).

5. MONITORING AND REVIEW

- 5.1 Amendments to the Local Planning Regulations in 2017 mean that it is now required that local authorities review their SCI every 5 years. The next update for Havering's SCI should therefore be published in 2026.

Table 2: Consultation procedures for Planning Applications

Application Type	Consultation methods	Who will be contacted specifically	Period of Consultation	Period of determination	Decision Body
Householder Applications	Initially letters, followed by email if provided	Neighbours (common border, and opposite if development is at the front of the property);	21 days	8 weeks	Delegated Officer Decision or Committee, if Committee Consideration Criteria met
Applications for Prior Approval (where consultation is required)	Initially letters, followed by email if provided	Neighbours (adjoining occupier)	21 days	56 days	Delegated Officer Decision
Advertisement Applications	None required	None required	N/A	8 weeks	Delegated Officer Decision
Listed Building Consent or Works in Conservation Area	Site notice*, press notice	None additional required	21 days	8 weeks	Delegated Officer Decision or Committee, if Committee Consideration Criteria met
Minor Development	Initially letters, followed by email if provided	Neighbours (common border and opposite if development is at the front of the property)	21 days	8 weeks	Delegated Officer Decision or Committee, if Committee Consideration Criteria met
Major Applications	Initially letters, followed by email if provided , site notice*, press notice	Neighbours (common border and opposite); any Statutory Consultees affected	18 days (Public Service Development) or 21 days	10, 13 or 16 weeks	Delegated Officer Decision or Committee, if Committee Consideration Criteria met
Departure Applications or affected by Site Constraints	Initially letters, followed by email if provided , site notice*, press notice	Neighbours (common border and opposite); any Statutory Consultees affected	21 days	8 or 13 weeks	Delegated Officer Decision or Committee, if Committee Consideration Criteria met

*exceptional circumstances, such as health pandemics, could result in site notices not being able to be put up. The Council will always follow the most up to date government guidance on these circumstances and will ensure consultation during these times are carried out in the safest and most constructive way for residents.

6. APPENDICIES

Appendix A: Consultees

Specific consultation bodies;

- The Mayor of London
- Transport for London
- The Environment Agency
- Historic England
- The Marine Management Organisation
- Natural England
- The Highways Agency
- The Civil Aviation Authority
- Homes and Communities Agency
- Clinical Commissioning Groups
- NHS Commissioning Board
- Office of the Rail Regulator
- Integrated Transport Authorities
- Highway Authorities
- Network Rail Infrastructure Limited
- Metropolitan Police Service
- The Coal Authority
- Adjoining authorities that we share a boarder with
- Health & Safety Executive

General consultation bodies;

- Voluntary bodies some or all of whose activities benefit any part of the authority's area
- Bodies which represent the interests of different racial, ethnic or national groups in the authority's area
- Bodies which represent the interests of different religious groups in the authority's area
- Bodies which represent the interests of disabled persons in the authority's area,
- Bodies which represent the interests of persons carrying on business in the authority's area

Appendix B: Applications where consultation is not compulsory

In a few cases, formal consultation on planning applications is not required. These are set out in law and include

- Advertisements and signs – There is no statutory consultation needed for advertisements or signs. They do not need a planning application if they are smaller than 0.3 square meters, are not illuminated, and are safely positioned.
- Non-material alterations, unless it relates to a heritage building or its site – these are developments that do not physically alter the shape, size or material aspects of a building or land and they don't normally require planning permission (for example, interior works, boilers and heating works, repairs and maintenance works).
- Certain applications for Prior Approval (covered by the Town and Country Planning General Permitted Development (England) Order 2015 (as amended)), which do not require the Local Planning Authority to undertake publicity or notification, include:
 - o Agricultural and Forestry Development
 - o Toll Road Facilities
 - o Development Under Local or Private Acts or Orders
- Application for Certificate of Lawfulness – provides the possibility of obtaining a statutory document confirming that the use, operation or activity named in it is lawful for planning control purposes on the dates specified in the document. (<https://www.gov.uk/government/publications/lawful-development-certificates-a-users-guide>)
- Non-material amendments to planning applications.
- Discharge of Planning Conditions (although the public can comment if they wish)