

Ebbfleet Development Corporation

Community Engagement Information

Local Authorities, as part of their Local Development Framework, produce a Statement of Community Involvement (SCI). This sets out how the Local Authority will consult people and organisations when preparing local plans, and when applications for planning permission are received.

Plan-making powers have not been transferred to the Development Corporation and so we will refer to the Local Development Frameworks for the local authorities of Dartford and Gravesham when determining applications for planning permission.

The Development Corporation wants communities within our area, and neighbouring communities, to have a say in the planning decisions that shape their future. Referring to the standards required by the SCI's for Dartford Borough Council (adopted March 2006) and Gravesham Borough Council (adopted March 2007), we have produced this information to establish a common expectation for engagement with the community on planning applications determined by the Development Corporation. This explains how we will consult and involve the public in planning applications and decisions, and how we would expect applicants to consult and involve the public before making an application for planning permission.

The tables below outline the levels of community engagement expected at different stages of the planning application process.

Pre-Application Stage

Type of Application	Applicant Engagement with the Community
Minor/ Other Applications Development within a Conservation Area Development affecting a Public Right of Way EIA Applications Listed Buildings	<ul style="list-style-type: none"> • Informal discussion with owners or occupiers of neighbouring properties (Where they can be identified) • Developers encouraged to discuss proposals with the Development Corporation at an early stage • Pre-Application advice available through an informal enquiry system
Major Developments Departures from Local Plan Development impacting upon a wider area	<ul style="list-style-type: none"> • Developers encouraged to discuss proposals with the Development Corporation at early stage • Pre-Application advice available through an informal enquiry system • Developers encouraged to undertake pre-application public consultation with local people, Town and Parish Councils, including: <ul style="list-style-type: none"> ○ Leaflet Drops ○ Public Meetings ○ Public Exhibition ○ Link to Development website (If available) on the Development Corporation website

Application Stage

Type of Application	Development Corporation Engagement with the Community
Householder Applications	<ul style="list-style-type: none"> • Publication in Weekly list • Online Planning Register • Neighbour Notification
Minor/ Other Applications	<ul style="list-style-type: none"> • Publication in Weekly list • Online Planning Register • Neighbour Notification (Where adjoining owners or occupiers can be identified) • Site Notice
Discharge of Conditions	<ul style="list-style-type: none"> • Publication in Weekly list • Online Planning Register
EIA Applications Departures from Local Plan Listed Buildings Development within a Conservation Area Development affecting a Public Right of Way	<ul style="list-style-type: none"> • Publication in Weekly list • Online Planning Register • Neighbour Notification (Where adjoining owners or occupiers can be identified) • Site Notice • Press Notice
Major Developments	<ul style="list-style-type: none"> • Publication in Weekly list • Online Planning Register • Neighbour Notification (Where adjoining owners or occupiers can be identified) • Site Notice • Press Notice • For larger/ controversial applications, notify anyone whom made comments on previous applications relating to same site. • Applications likely to generate significant public interest are considered for public meetings or attending Town and Parish Council Meetings
Statutory Consultees	<ul style="list-style-type: none"> • As per requirements of Schedule 4 of the Town and Country Planning (Development Management Procedure) (England) Order 2015

Availability of Plans	<ul style="list-style-type: none"> Plans available to view at the Eastgate Centre during Planning Surgery times, with prior notice of 1 working day for hard copies. Electronic copies available to view without appointment and can be sent upon request Electronic copies of plans can be sent upon request to Town and Parish Councils for applications in their area
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Following Determination of a Planning Application

Type	Development Corporation Engagement with the Community
Decisions	<ul style="list-style-type: none"> Decision Notices and Officer Reports available from Online Planning Register Decisions taken by Committee publicised in Committee Minutes available on the Development Corporation website Decision Notices including Officer Reports and Section 106 agreements can be viewed at Eastgate Centre during Planning Surgery times Copies of Appeal Decisions can be sent upon request. Electronic copies provided free of charge, a fee may apply for hard copies
Appeals	<ul style="list-style-type: none"> Notify in writing all those previously consulted on application of an appeal and how to make their views known Ward Councillors individually notified In case of an informal hearing or Public Inquiry; date, time and location given in Site Notice and Press Notice Appeal Decisions available from Online Planning Register Copies of Appeal Decisions can be sent upon request. Electronic copies provided free of charge, a fee may apply for hard copies

Further Information

Pre-application discussions and advice

Before submitting a planning application, the local planning authority can provide informal advice on a development proposal, based upon the information and documentation provided with the enquiry. Pre-application engagement is a highly valuable tool that offers significant opportunities to improve the quality of a scheme and efficiency of the planning application process, ease the understanding of planning considerations, and reduce the likelihood of an application being refused. The Development Corporation encourages engagement in pre-application discussions for any proposal within its boundary.

Weekly List

The Development Corporation produces a weekly list of planning applications, which is sent to District, Parish Councils and Residents Associations. The weekly list can also be viewed on the Development Corporation's online planning register.

Online Planning Register

The Development Corporation maintains an online planning register which contains information on all planning applications within our area and can be accessed from:
<http://applications.ebbsfleet.org.uk/online-applications/>.

Neighbour Notification

Where adjoining owners or occupiers can be identified, letters are sent to neighbours with a common boundary to the application site, providing 21 days for comments to be made.

Site Notice

A public notice displayed on or near the site providing 21 days for comments to be made.

Press Notice

A notice placed in the local newspaper covering the local authority area for the application site, providing 21 days for comments to be made.

Consultation with Other Bodies

The Development Corporation will consult specific organisations in accordance with the statutory requirements and other bodies when appropriate. A large scale proposal could affect a wide area or have an impact on many people. A letter or email is sent to consultees inviting their comments, and in some cases copies of the application and documents are sent to those consulted. A period of 21 days, or a longer response time where prescribed by legislation, is provided for comments to be made.

Commenting on a Planning Application

Comments on a planning application can be submitted by letter or email, or through the Development Corporation's website. Parties whom make a representation are advised to refer to the Online planning Register for copies of the Decision Notice.

Planning Surgeries

These are held at the Eastgate Centre, 141 Springhead Parkway, Northfleet, Kent, DA11 8AD. It is advisable to contact us in advance if copies of specific plans or documents are required. Please refer to the following page on the Development Corporation website for details of Planning Surgery times.

<http://ebbsfleetdc.org.uk/planning/planning-surgeries/>

The Town and Country Planning (Development Management Procedure) (England) Order 2015

Secondary legislation which sets minimum requirements for consultation and publicity required before and after receiving an application for planning permission.