

FIRST DRAFT (April 05)

National Planning Forum: inspiring planning

THE PLANNING USERS CONCORDAT

A COMMITMENT TO DELIVER EFFECTIVE TOWN AND
COUNTRY PLANNING

AGREED BY THE PUBLIC, PRIVATE AND VOLUNTARY
SECTORS

“Planning shapes the places where people live and work and the country we live in.” Planning Policy Statement 1. Office of the Deputy Prime Minister, January 2005

What is town and country planning?

1. Town and country planning seeks to ensure that the right developments go in the right place at the right time, and that these uses of land are fully accessible to each other. It is a dynamic activity, concerned with both the present but particularly the future. Without a plan for the future there is no guarantee that changes will take our communities where they want to go. An effective planning system is vital for the well-being of the nation by allocating land for homes and jobs, shops, schools and hospitals. It is about planning attractive towns and villages with vitality and individual character. It is also about promoting vibrancy and the economic success of our cities and regions. Across the nation it is about protecting and enhancing our precious and beautiful coast and countryside, reclaiming damaged landscapes and regenerating wasteland. At every scale It is about creating sustainable communities in which people enjoy living and working and are stimulated and inspired by their surroundings to live a more fulfilling, rewarding and healthy life.

2. Our system of town and country planning was largely introduced to meet the challenge of re-building Britain after the Second World War and it has served the nation well. The New Towns programme, green belts and development plans to guide major house-building schemes and commercial projects in cities and towns have prevented the worst excesses of uncontrolled development seen in many other countries. It has also led to some outstanding and inspiring achievements both in new design and in conserving the heritage of Britain in town and country. However, we now face a fresh and arguably even more daunting challenge, that of providing for our

housing, employment, transport and other needs while staying within the capacity of both the British Isles and the planet to accommodate these pressures. This is the challenge of producing more sustainable development and living within our environmental means. Planning can and must play a leading role in this new battle for Britain, to ensure that our children and their successors can look forward to the opportunities we ourselves enjoy.

Why do we need a Concordat?

3. This Planning Users Concordat has been prepared by the National Planning Forum and is a revision of the Concordat agreed in July 2000 between the Local Government Association (LGA), the voluntary sector and the business sector. There have been significant changes to planning legislation since that time, with the enactment of the Planning and Compulsory Purchase Act 2004 and also the introduction of the statutory Best Value regime to improve local authority processes. The Concordat sets out the roles, priorities and responsibilities of all three parties and highlights the essential contribution of the voluntary and business sectors to planning decisions based on their unique and varied skills. It encourages positive engagement and promotes more effective collaboration to achieve better outcomes in town and country planning. No one sector acting alone can achieve what is required.

Sustainable development and the Five Guiding Principles of a good planning system

4. Moving towards more sustainable development is the overarching objective across government. The planning system cannot do this alone but has a major role to play in achieving this goal. To provide a framework for action, Planning Policy Statement 1(X) sets out five guiding principles of a good planning system:--

- Making suitable land available for development in line with economic, social and environmental objectives to improve people's quality of life;
- Contributing to sustainable economic development;
- Protecting and enhancing the natural and historic environment, the quality and character of the countryside and existing communities;
- Ensuring high quality development through good and inclusive design, and the efficient use of resources; and
- Ensuring development supports existing communities and contributes to the creation of safe, sustainable, liveable and mixed communities with good access to jobs and key services for all members of the community.

The role of the three sectors

The business sector

5. Sustainable communities cannot be created without the investment and entrepreneurial skills of the business sector. Business contributes by creating and maintaining jobs, providing housing, investing in regeneration and encouraging innovative design and new patterns of land-use. The creation of efficient commercial buildings, either through new development or conversion, is a major contributor to maintaining the competitiveness of the UK economy in an international marketplace. Similarly, the timely completion of adequate infrastructure to improve accessibility between developments and provision of a wide range of services and facilities is essential to the creation of sustainable communities. An effective business community can help meet wider social and environmental goals and it is therefore important that the planning system is responsive to business needs. The business sector can also be a consultee on plans and developments and it is important that their views on planning issues are sought at an early stage as part of the community consultation.

The voluntary sector

6. The voluntary sector embraces a range of national, regional and local organisations, non-governmental and not-for-profit, some of which represent the views of interest groups and communities and some of which promote community development and regeneration. Voluntary sector organisations contribute to sustainable development by encouraging high environmental standards and providing jobs, community amenities and affordable housing. They often have a detailed knowledge of local conditions and a wide range of business and other skills which they can use to the advantage of the planning process. Voluntary sector organisations include local amenity societies, community organisations, heritage, environment and wildlife groups. There are also organisations that represent ethnic minorities and other 'hard-to-reach groups' that are often under-represented in the normal decision making processes. The planning system, with a statutory basis and quasi-judicial processes is one of the most important arenas in which communities can participate in and contribute to the future of their localities. Local planning authorities, in their representative role, will need to take a view about the role of single issue pressure groups and whether or not their actions in promoting or resisting development is in the interests of the wider community.

The public sector:- local authorities, central government and agencies.

7. Every local authority has a statutory duty to promote the well-being of citizens and, through its function as a local planning authority, a statutory duty to prepare a Local Development Framework and determine planning applications in accordance with that plan. Local authorities should also, through their statutory Frameworks and other non-statutory planning processes, provide the vision and leadership to help deliver sustainable development including policies to regenerate and safeguard the prosperity

and amenity of their area. The local planning authority has the key role of forming and maintaining relationships with the business and voluntary sectors to help bring about positive planning so that the planning system is not just reactive, but initiates and steers appropriate new development to suitable areas. This should make a real and demonstrable contribution to improving quality of life and assist regeneration. The local planning authority's role is that of development enabling, environmental improvement and development management rather than development control. It also has a key role in fostering community involvement: local planning authorities need to explain simply to people how the planning system works and how people can become involved. It is vital that the planning process is inclusive of all citizens and that no one narrow sectoral group should over-ride decisions that would be for the benefit of all. Local planning authorities should make especial efforts to capture the voices and listen to those least able to articulate their own views.

8. The local planning authority has the responsibility to take planning decisions on behalf of all stakeholders. So the council will need to seek and take into account the views of statutory consultees, such as English Heritage, the Highways Agency, the Environment Agency and Town and Parish Councils. Local planning authorities will also need to seek the views of neighbours, or for larger schemes and plans, the wider community. The new planning legislation requires a local planning authority to present a Statement of Community Involvement for independent examination outlining the actions it intends for presenting its Local Development Framework and supporting documents for scrutiny and consultation. The aim is to build greater ownership of the final proposals through more participative involvement by everyone who may be affected.

9. The local authority should ensure that it has adequate resources to perform its statutory planning functions and comply with best practice. The Audit Commission undertakes Best Value inspections of council planning departments from time to time to ensure that standards are maintained and raised. The Government also compiles performance statistics on matters ranging from the speed of decision making to the extent of new technology used in the process. These performance measures are used to assess the level of Planning Delivery Grant awarded to local authorities each year, which has made a significant difference to the capability of councils to perform their statutory planning duties.

10. Local authorities working with other partners have also come together to work at the regional level. The regional assemblies are now operating effectively in all the English regions and they play a key role in informing and driving forward the new Regional Spatial Strategies.

11. Central government through both departments of state and agencies plays a key role in town and country planning. The legislation is the bedrock of the system and ensures a consistent and predictable regime exists across England. Fleshed out by statements and guidance, the Planning and Compulsory Purchase Act 2004 is now changing the way that plans are

prepared and what is contained within them. Government will also be concerned to see that the spatial strategies for the English regions complement and dovetail with those for Wales, Scotland and Northern Ireland.

12. Government agencies also play a key role in delivery and these include the Regional Development Agencies and the national agencies concerned with heritage, the environment, countryside and wildlife and the built environment. These organisations, brigaded through topic or by geography are vital to informing the planning process and offer expert advice which may be unavailable to individual authorities or developers.

A mixed economy

13. In recent years the traditional roles of the three sectors has shifted. Private sector companies, and now the voluntary sector, have increasingly been contracted to provide public services. Where local authorities have an interest in land they may operate as developers as well as planning authorities-albeit within strict legal limits. There are now many organisations such as Registered Social Landlords, urban regeneration companies and regional development agencies which are private companies but operate in the public interest. Every effort should be made by these bodies to clarify their role when they are engaging in the town and country planning system, to assist public understanding of the respective roles.

New technology

14. In the five years since the first Concordat was agreed, the use of new technology in this field has increased exponentially. From a low base almost 20% of local planning authorities now operate eplanning and this is likely to reach 100% by 2010. This gives advantages to both business and the householder in seeking permissions and also offers local planning authorities greater scope to employ IT in plan making and consultation processes. The voluntary sector uses IT as a perfect low-cost method for communicating to a wide and dispersed constituency. All this is to be welcomed but all sectors should take care that those groups who may not be 'switched on' are not excluded from any consultation or engagement activity.

Best practice for an effective planning system

15. The following best practice principles recognise the contribution that all three sectors can make to the achievement of common goals. This Concordat covers four areas of best practice; regional planning, development plans, non-statutory planning documents and planning applications.

I) Regional and sub-regional planning

16. The introduction by Government of new planning arrangements, which brings about a greater decentralisation of decision making places a greater onus on local authorities to work with their regional partners including the business and voluntary sectors in order to resolve planning issues at that

level. As part of this process the business and voluntary sectors are also encouraged to involve themselves in the formulation of regional policies and proposals. This involvement is principally in Regional Spatial Strategies (RSS). This goes beyond the previous Regional Planning Guidance approach which was largely limited to issues of land use and movement. The RSS will march in step with the Regional Transport Strategy prepared by the Regional Assembly and the Regional Economic Strategy prepared by the Regional Development Agency. The Government's Sustainable Development Strategy provides the over-arching context for this work.

17. The statutory RSS will inform and be informed by non-statutory sub-regional strategies. There is no prescriptive formula for these, what they will contain or how they will be prepared. Nevertheless they can be expected to be material considerations in the planning process and particularly valuable at the edges of towns or cities where functional flows of say, journeys to work or shopping, bear little relationship to administrative boundaries. Involvement of all sectors in collaborative working to produce such strategies is essential if they are to be well informed and realistic in their expectations for delivery.

II) Local Development Frameworks

18. The purpose of a Local Development Framework (LDF) is to set out a local planning authority's vision for its area, developed in partnership with the business and the voluntary sectors. It will relate closely to the Community Strategy which every local authority must prepare and will be the physical and spatial interpretation of this strategy. LDF's should establish the proposals for land use, and movement between these sites, which will help promote sustainable development. Up to date LDF's are essential if the planning system is to deliver speedy processing of planning applications, certainty for developers and the security that local environmental quality and social and cultural assets will be protected and enhanced. Without up to date LDF's local authorities cannot expect their policies and proposals to be given due weight and the planning system will not fulfil its potential. Out of date frameworks can be misleading and do little to inspire confidence let alone promote action. LDF policies must be integrated clearly with other local strategies and should be used as the principal driver to deliver land use and movement aspects of the local authority's Community Plan and strategies for economic development and housing.

19. A key requirement of the Planning and Compulsory Purchase Act is that LDF's are produced more speedily than the development plans they replace. However, sufficient time must be built in to the project plan to enable landowners and individuals to make their views known and, if necessary, to object. Effective management by the local planning authority of this complex process is critical, and adequate resources and staffing must be committed throughout the process. A timetable for the LDF process must be published in a Local Development Document by the local authority, will be subject to

independent examination and must then be adhered to. Guidance on this is being published and best practice will shortly emerge from pilot authorities which can be accessed through the Planning Advisory Service, Planning Officers Society and others. Early and effective involvement of the business and voluntary sectors, and the wider public, in the preparation and review of LDF's can help minimise the length of the public examination, prevent time-consuming and costly disputes arising later and help produce better plans. The voluntary sector can aid the process by acting as an intermediary, assisting special interest and community groups within the wider community to formulate their input in ways that can assist the plan process. Early involvement from all parties can ensure that the development plan is an effective expression of community planning priorities. This is part of the 'front-loading' approach outlined by government which is designed to speed up the process and is of considerable benefit to all parties. Techniques such as 'Planning for Real' can help bring together often disparate strands of local opinion into a set of coherent responses and proposals which can then command wide ownership.

Supplementary Planning Documents

20. The use of Supplementary Planning Documents (SPD) in the form of local area plans such as neighbourhood plans, village design statements and planning briefs for individual sites, is advocated by all parties. SPD's can be used to undertake effective community involvement which goes beyond the confines of statutory land use planning. By adding detail to the development plan, it allows the planning system to keep pace with fast moving development pressures in order to deliver regeneration. In order for these plans to be realistic and capable of implementation, local authorities will need to work closely with their local business sector. The voluntary sector can play a full and constructive role in this process to help ensure the plan corresponds with their needs and priorities. Voluntary groups should be encouraged to develop their own projects and initiatives to complement the policies and programmes of local planning authorities. Good examples are local design awards, projects for young people and environmental improvement schemes that can all help improve the quality of development, enhance local distinctiveness, stimulate community involvement and engender a greater sense of civic pride.

Sustainability appraisal

21. Frameworks and spatial strategies must all be tested under the Strategic Environmental Appraisal (SEA) regulations (X) This is designed to assess whether the plans assist the move towards declared environmental targets. The business and the voluntary sectors will wish to play a role in both contributing to this assessment and commenting on the independent report. The Sustainability Appraisal can also be a powerful tool for engaging the

wider community in the debate about plan policies.

Soundness

22. It is a requirement that all the new planning documents prepared by local planning authorities are sound in procedural terms, are in conformity with superior Statements and Strategies and are coherent, consistent and likely to be effective. This examination in public will be undertaken by the Planning Inspectorate following advice from the Government regional offices. This is another opportunity for representatives of the business and voluntary sectors to contribute to the process. Guidance has been produced by PINS (X) to assist all parties in addressing this important issue.

III) Planning applications

23. The key stages are: pre-application discussions and consultations; agreement of a timetable; submission of the application; consultation and community involvement; decision making and agreement of planning obligations; planning appeals; and implementation, monitoring and enforcement. The following guidelines set out best practice for local authorities and users of the planning system during these key stages.

Pre-application discussions

24. An individual or organisation considering applying for planning permission should contact the relevant local planning authority at an early stage for preliminary advice on the likelihood of success and the key issues to be addressed. Discussions should take place between developers and officers, and the voluntary sector where appropriate. Agreement should be sought on a project brief that sets out how key issues relevant to the development - such as employment, transport and any environmental matters - will be addressed in the application. Where appropriate the likely requirements of a planning agreement should also be discussed at this stage. These discussions will usually speed up the processing of the application after its formal acceptance. They are particularly important in the case of large scale, more complex applications, or those that depart from development plans. In the case of complex applications, mutual understanding and partnership can be further assisted by the developer making a pre-application presentation which might include responding to questions from Councillors. This process needs to be carried out within the guidelines set out in the LGA's Probity in Planning document (2).

25. All parties involved in the planning process, particularly developers when faced with large-scale and or controversial proposals, can also benefit considerably from organising pre-application public consultations. These will assist the formal application by explaining the reasons behind the development, and the likely impact on the community, both beneficial and

detrimental. Developers should consider using a range of consultation techniques, including addressing local groups and individuals on a face to face basis, which is preferable to relying solely on details of the development being announced in the local press. This will help to avoid misunderstandings and allow modifications to be considered to a development in response to local business, voluntary sector and public concerns before a formal planning application is submitted. It is good practice for the developer to involve the local authority in these pre-application consultations from the outset.

Agreement on a timetable for complex applications

26. It should be the aim of the local planning authority to determine the application-even large or complex applications, within the set timescales. However, it is also the case that over-shooting targets by a week or two to achieve a grant of permission for a better quality development can be justified. It must be a case of each on its merits. The local planning authority should agree a timetable for processing of the application before submission of the application and all parties should assist in keeping to this. The timetable should include the major milestone dates and include: submission date, date for submission of further details, date for the end of local authority statutory and public consultations (including procedures such as the advertisement of departures), date for the committee decision, and a deadline for the resolution of outstanding matters such as planning obligations (see paragraphs X and Y below) and planning conditions. It is accepted that the timetable may need to be adjusted as the application is progressed, for example consultations may bring to light the need for further information from the applicant. Adjustments should be made by agreement with both applicant and local planning authority, and the timetable should be widely publicised.

27. The voluntary sector, statutory and other key consultees need to be kept informed of any changes. The adoption of timetables by local authorities as good practice, and the certainty it will provide to business, is likely to reduce the incidence of current undesirable practices intended to circumvent delays such as the submission of duplicate applications.

Submission of the application and subsequent details

28. The relevant policies in the development framework should be fully taken into account when preparing planning applications. Applications should be submitted to the level of detail required by the local planning authority. An inadequate initial submission of a planning application can lead to unnecessary delays as details are submitted to bring an application up to the standard required by an authority. Such delays are often avoidable. It is good practice for local planning authorities to produce guidelines which set out in detail what is required from applicants (for example types of site and floor plans, elevations, landscaping plans and numbers of copies) and for each type of application (full application, outline, reserved matters and listed building consent).

29. While supplementary details, particularly on more complex applications, may still be requested by the authority, comprehensive guidelines should reduce this need and the consequent delay. Requests for further information by local authorities should only be made where absolutely necessary to address specific issues, and should be accompanied by an explanation of the reasons behind the request. When an application is accepted, local authorities will notify statutory and other relevant consultees, including where appropriate voluntary groups, and inform them of the timetable for processing the application.

30. Local authorities should appoint a named case officer for the application who will act as the liaison between all parties. The case officer should be at an appropriate level of seniority for the significance of the application. The LGA and DETR have produced good practice guidance on the Development Team Approach (3) and this is commended to local authorities.

Consultation and Statements of Community Involvement

31. Meaningful consultation and early community involvement are essential features of the planning system. The speed with which decisions are taken and the quality of those decisions are not mutually exclusive: if the planning process is to enjoy support at all levels - national, regional and local - there must be adequate opportunities for effective consultation with the public and voluntary organisations. Efficient planning processes are those which allow a reasonable time for views to be expressed and taken into account without unduly prolonging the processing of the application. This should enable high-quality decisions to be taken which take proper account of locally derived information about the potential environmental, social and economic impacts and the consequent wellbeing of local communities.

23. The Planning and Compulsory Purchase Act 2004 calls for every local planning authority to prepare a Statement of Community Involvement (X) in which it sets out how it will engage the wider community in the preparation of the development plan documents. This Statement will be the subject of independent examination and approval. Both the business and voluntary sectors have a clear role in engaging in this process, not least to ensure that they will have sufficient opportunity to comment on plans and statements as and when they emerge. Local planning authorities will pay particular attention to the results of the Community Plan consultation and again, the other two sectors are encouraged to make their views known through that process which will translate into the spatial strategy.

33. In addition to their statutory consultation duties, planning authorities should promote positive public involvement from both individuals and voluntary groups. The ways in which this could be achieved include making available of weekly lists, allowing public speaking rights at planning committee meetings, holding meetings outside usual working hours, providing language translation where appropriate, wide circulation of committee reports, accessibility of planning documents and relevant information, avoiding

excessive charges, extending office hours, making lists of planning decisions and the reasoning behind them readily available, and ensuring buildings are accessible to the disabled. Information technology should be taken full advantage of to make planning information more widely available. Local planning authorities should seek to review their arrangements with consultees on a regular basis and monitor performance in order to highlight problems. The voluntary sector has a key role to play in delivering an efficient and effective planning system and accepts the need for prompt comments on planning proposals. Town and Parish Councils and neighbourhood forums can play a valuable role in representing the views of the local community.

Decision making

34. Planning decisions need to be open and transparent - public confidence in planning depends on the ability to identify those responsible for planning decisions and the reasoning behind those decisions. Planning was an important focus of the Nolan Committee inquiry into Aspects of Conduct in Local Government (4) which stressed the need to ensure that the highest standards of probity, accountability and transparency are secured. Under new local government structures planning applications will continue to be determined by planning committees which have a quasi-legal role. Arrangements, such as executive mayors or cabinets, should be designed to enhance public confidence in their planning role through greater transparency and accountability. These values can also be enhanced through measures designed to promote public involvement which are outlined in paragraphs X and Y above.

35. Local planning authorities can speed up decisions through the use of officer delegation agreements. The Good Practice on Delegation Agreements (5) produced by the National Planning Forum is commended.

36. As part of their new structures, local authorities are encouraged to establish a review committee (including local stakeholders such as the local business community, developers, community and voluntary groups) to review critically the performance of the local planning authority against its own targets (set by the Best Value process) and to review the transparency of procedures. This is a powerful new opportunity for these user groups to input into the planning system on a generic basis.

Planning obligations

37. For medium and large scale developments it is now almost routine for planning obligations to be sought by the local planning authority. An escalating set of requirements is unreasonable, particularly if the developer has offered all necessary information at an early stage. Pre-application discussions need to concern themselves with any planning obligations as much as the design of the development. Such intensive discussion will enable all parties to come to early agreement on what is reasonable both for the developer to provide and the council to commit to. Such 'frontloading' should

also help reduce the time between an approval of a planning application and the signing of the planning obligations which has been identified by the business sector as a major source of delay. Planning obligations should be negotiated in accordance with the guidance in the relevant circular and the policies of the development framework. They should proceed to the draft agreement stage in parallel with the pre-application discussions and consultation period prior to a decision on the application. The agreement between a local planning authority and a developer of a reasonable timetable for the finalising of a planning obligation is recommended as good practice.

38. Lack of transparency in relation to planning obligations can be a concern to local people. Clearly, commercial confidentiality should be respected, but in order to promote greater transparency and confidence in the process and greater certainty for developers, it is helpful for an indication of the types of obligations which a local authority will require, to be included in a recently approved Development Document. Good councils will be able to demonstrate a clear trail between the outcomes of public consultation and the Community Plan and the draft Development Documents. This allows full consultation to be conducted with the business and the voluntary sectors at an early stage in the planning process, including inputting to the identification of local priorities for planning agreements in development framework documents. This will aid public scrutiny as part of the development process. Voluntary groups can make a valuable input to setting the local priorities for planning agreements at the first stages of the development framework consultation. When agreement on planning obligations is reached it is important that interested parties are informed of the outcome.

Planning appeals

39. Early and meaningful discussions between the developer, the local planning authorities and interested third parties should result in fewer refusals and therefore fewer appeals. All parties involved in planning decisions should work towards such an outcome. Where appeals are lodged, it is in everyone's interest that appeals are dealt with speedily and efficiently. All parties should seek to avoid delaying appeals by co-operating fully with the Planning Inspectorate and it is vital to meet the deadlines set for consideration of the appeal and exchange of evidence. The Planning Inspectorate has produced useful information booklets (6) on making and taking part in planning appeals.

Implementation, monitoring and enforcement

40. Once a planning application has been granted and any agreement on planning obligations signed, all parties should implement the permission and other agreements in good faith. Developers should not make changes to a development without first contacting the local planning authority and seeking renewed planning permission where this is required. Failure to do this may result in legal problems in conveyancing, for example at a later date.

41. Local planning authorities should have a 'minor modifications' procedure which will give clear guidelines to all parties as to the circumstances in which a fresh planning application is required for changes. Authorities should notify and consult where they consider a minor modification may have an impact on a particular group or individual. Where an authority decides that a change is significant enough to warrant a further application, the reasons behind this decision should always be given.

42. All parties involved can contribute to implementing, monitoring and enforcing of planning decisions by, for example, alerting local planning authorities to breaches of planning control. This will assist local authorities in their enforcement duties, which should include proactive enforcement and ensuring developers comply with planning conditions. Similarly where local authorities undertake to enter into a commitment in conjunction with granting a planning permission, the associated works should be completed within the timetable, costs and specifications agreed. A separate Enforcement Concordat has been agreed between central and local government (7), and the ODPM has produced an Enforcement Good Practice Guide (8) which is commended to all parties.

Delivery and training

43. In recognition of the substantial task to train and re-train professionals and lay people to meet these challenges, several new organisations have been established. The Planning Advisory Service has been established specifically to promote programmes to local authorities. The Skills Academy and the National Planning Forum itself has been re-invigorated specifically with the remit of promoting culture change and sharing best planning practice across all sectors.

GLOSSARY

DPD – Development Plan Documents

Forms the development plan for an area with the Regional strategy.

LDF – Local Development Framework

Collective term for the DPD and associated policy, subject to Public Examination by an Inspector

LDS – Local development Scheme

Programme management document setting out the plan for preparation of the LDF

RSS/SDP – Regional Spatial Strategy/ Spatial Development Strategy

The 'strategic context' forming part of the development plan prepared by the Regional assemblies/Mayor of London

SA – Sustainability Appraisal

Overall strategic (not project level) assessment of the sustainability of the DP.

SEA – Strategic Environmental Assessment

For plan started after 21/7/04 or introduced before 21/7/06

SCI – Statement of Community Involvement

Local planning authorities to set out their process for involving the public in the LDF. Subject to independent examination.

SPD – Supplementary Planning Document

Material consideration of DP (similar to supplementary planning guidance under earlier regime)

Documents referred to:

1. Good Practice Guide to Development Plans (re-print, 2000)(POS/LGA)
2. Probity in Planning: the Role of Officers and Councillors (1997, LGA)
3. Advice Note on the Development Team Approach (National Planning Forum, 1996)
4. Committee on Standards in Public Life, Third Report: Standards of Conduct in Local government in England, Scotland and Wales (1997)
5. Development Control: Delegation Agreements (National Planning Forum, 1997)
6. Making your planning appeal; Planning appeals – public local inquiries; Guide to taking part in planning appeals (Planning Inspectorate)
7. Enforcement Concordat (1998, LGA)
8. Enforcement Good Practice Guide (DETR)
9. Planning and Compulsory Purchase Act 2004 ODPM
10. Planning Policy statement 1 2005 ODPM
11. Planning Policy Statement 11 2005 ODPM
12. Planning Policy Statement 12 2005 ODPM
13. Good Practice Notes 1,2 and 4 National Planning Forum 2005

The FIRST Planning Users Concordat WAS agreed between:

The Local Government Association

The LGA speaks for nearly 500 local authorities representing over 50 million people.

The private sector represented by the British Property Federation

The British Property Federation is the trade association of the UK property industry. It has a large membership base, comprising all the major property companies and property owning financial institutions, together with the professions serving the industry.

The following members are represented on the General Council of the BPF.

Argyll Property Asset Managers Ltd
BAA plc
BG plc
The British Land Company
Brixton Estate plc
Burford Holdings plc
Cadogan Estates Ltd

Imperial Chemical Industries plc
Jones Lang Lasalle
Land Securities plc
Leeds Residential Property Association
Marks and Spencer plc
MEPC plc
Norwich Union Investment Management Ltd

Capital & Counties plc
Capital Shopping Centres plc
The Crown Estate
Dorrington Holdings plc
Drivers Jonas
DTZ Debenham Thorpe
Freshfields
Frogmore Estates plc
Great Portland Estates plc
Greycoat PLC
Grosvenor Estate Holdings
Hammerson plc
Haslemere Estate plc

Property Managers Association Scotland Ltd
Prudential Portfolio Managers Ltd
Railtrack plc
St Martins Property Corporation Ltd
Saville Gordon Estates plc
Scottish Widows Investment Management Ltd
Slough Estates plc
Taylor Woodrow Property Co Ltd
Threadneedle Property Fund Managers Ltd
Trafalgar House Property Ltd
Wates City of London Properties plc
SG Whitaker Ltd

The Confederation of British Industry also supports this concordat

The voluntary sector represented by the following groups:

Council for the Protection of Rural England
Royal Society for the Protection of Birds
Civic Trust
Council for National Parks
Planning Aid for London
The Joint Committee of National Amenity Societies (which comprises the Ancient Monuments Society, the Georgian Group, the Victorian Society, the Twentieth Century Society, the Garden History Society, the Society for the Protection of Ancient Buildings, the Council for British Archaeology and the Civic Trust)
National Association of Local Councils (representing over 8,000 parish councils)