



INTERIM COMMUNITY INVOLVEMENT STATEMENT FOR SHROPSHIRE

July 2008

Prepared jointly by
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North Shropshire District Council
Oswestry Borough Council
Shrewsbury and Atcham Borough Council
Shropshire County Council
South Shropshire District Council

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1. INTRODUCTION

- 1.1. The Interim Community Involvement Statement is a key planning document and will play an important role in the preparation of a new Local Development Framework for Shropshire. The Statement has been prepared in response to the current process of local government reorganisation in Shropshire which will lead to a single county wide Unitary Council coming into being on 1 April 2009.
- 1.2. In broad terms this interim statement provides important information on **who** we would like to be involved in the production of new unitary planning documents; **when** they would ideally become involved; and **what** methods we will use to encourage wider community involvement.
- 1.3. This statement refers solely to the production of new planning policy documents in Shropshire. Information on how communities can be involved in individual planning applications continues to be included in each council's adopted Statement of Community Involvement. However, once the new unitary council has officially come into operation in April 2009 a wider community involvement statement will be prepared and consulted on, incorporating proposed consultation and engagement methods for the whole planning service, including planning applications.

Local Government Reorganisation in Shropshire

- 1.4. In July 2007 the Government announced that Shropshire would be one of a handful of areas where its local government structure would be changed, replacing the current two tier system with a unitary council. This will mean that as of April 2009 the six existing authorities of Shropshire County Council, Bridgnorth District Council, North Shropshire District Council, Oswestry Borough Council, Shrewsbury and Atcham Borough Council and South Shropshire District Council will be merged to form a single Shropshire wide unitary council. All the services currently provided by these authorities, including the planning service, will be transferred to the new authority.
- 1.5. The move to a single council acting as the Local Planning Authority for Shropshire will mean that the number and type of planning documents produced across the county will be radically reduced but in most cases they will have greater geographic reach. In the period before April 2009, by working together, the six existing councils have already begun to develop a joint Local Development Framework for Shropshire. This joint working in advance of the formulation of the new Unitary Council is governed by an Implementation Executive consisting of 29 councillors from the various councils and political parties.

A Consultation Strategy for Planning Policy

- 1.6. The Planning and Compulsory Purchase Act 2004 set out the need for all local planning authorities in England to produce a Statement of Community Involvement (SCI) setting out how they intend to involve the public in plan making and decisions on planning applications. Each existing local planning authority in Shropshire has adopted an SCI. These documents will for legal reasons continue to apply to their areas until they are replaced by a single community involvement statement to be prepared by the new Unitary Council. As mentioned above the current SCIs will be of particular ongoing relevance to the process of involving communities in decisions on planning applications.
- 1.7. Each adopted SCI has been independently approved and reflects consultation requirements set out by the government. This Interim Community Involvement Statement does not repeat these requirements. Instead this statement builds on and develops the approaches set out in each SCI, and applies a consistent set of guiding principles and proposed methods of community involvement for engaging with the public and specialist interest groups on new emerging planning documents for the Unitary Council.

Guiding Principles for Community Involvement

- 1.8. The following guiding principles reflect current best practice and emerging guidance on how best to involve all sections of society on planning policy issues:
- Engage constructively with key stakeholders, including representative bodies such as parish and town councils, at an early stage of plan production in order to identify key planning issues;
 - Use suitable, wide reaching, open and transparent community involvement methods;
 - Co-ordinate community involvement methods with other consultation exercises taking place by the council, especially by the Shropshire Partnership, avoiding the potential for consultation fatigue;
 - Enable stakeholders to become involved throughout the plan preparation process, not only in periods of formal consultation;
 - Demonstrate how stakeholder views have influenced the plan preparation process;
 - Report back to stakeholders of the progress of plan preparation on a regular basis through agreed means;
 - Encourage greater use of electronic communication;

- Whilst highlighting the importance of local community involvement, ensure everyone is aware that there may be limits to achieving some local objectives

2. THE PLANNING POLICY FRAMEWORK FOR A UNITARY SHROPSHIRE

The Shropshire Local Development Framework (LDF)

- 2.1. The new Shropshire Unitary Council will need to produce a set of planning policy documents in order to prioritise and focus development appropriately, and to assess planning applications against. These documents are collectively called the Local Development Framework (LDF). Appendix 1 shows a typical structure of the Local Development Framework system.
- 2.2. Broadly speaking the key documents which make up the Local Development Frameworks are:
 - **Development Plan Documents (DPD)** – These are key planning documents which prioritise development opportunities, and include a range of planning policies and strategic and specific site allocations;
 - **Supplementary Planning Documents (SPD)** – These are used to expand upon policies set out in DPDs and can be developed on a range of topics;
 - **Sustainability Appraisals (SA)** – These documents appraise DPDs against a range of sustainable development objectives;
 - **The Annual Monitoring Report (AMR)** – This document monitors the implementation of planning policies and is produced every December
- 2.3. Whilst the final structure of Shropshire's new LDF has yet to be defined, early joint work between the six authorities has highlighted the need to develop some key documents, including a Core Strategy DPD and Site Allocations DPD, as a matter of priority.
- 2.4. The development of the LDF also requires the collection of a detailed evidence base of local information. We already know a great deal about Shropshire and its communities through the work of the Shropshire Partnership, and a significant amount of the evidence base is already in place and will be used to feed into the development of planning policies and site allocations. However, some additional evidence will still need to be collected to ensure that our plans for the future are based on up to date information. The intention is to develop a joint evidence base between the council and the Shropshire Partnership in order to coordinate future policy making.
- 2.5. The detailed timetable for the preparation of Shropshire's new Local Development Framework is currently being prepared and will be included in a new Local Development Scheme (LDS) for the whole of

Shropshire. It is hoped the LDS will be approved by the Government Office for the West Midlands by May 2008, at which point it will be made publicly available.

Links between the Local Development Framework and other Strategies

- 2.6. Whilst the preparation of the Local Development Framework will be a key driver in establishing development priorities for Shropshire, it will not exist in isolation. As a spatial planning document its development will need to reflect a range of other plans and strategies, such as national level Planning Policy Statements, the Regional Spatial Strategy and other local strategies, in particular the Sustainable Community Strategy (see below). When involving local communities it therefore needs to be remembered that some planning priorities may have already been established and only require refining to reflect local distinctiveness.

The Sustainable Community Strategy for Shropshire

- 2.7. The Shropshire Sustainable Community Strategy provides a strategic context for the county which the planning system needs to reflect and interact with. It is produced by the Shropshire Partnership, acting as Shropshire's Local Strategic Partnership, which is made up of representatives from regional, public and local agencies and the voluntary and community sector who meet on a regular basis. The current Shropshire wide Community Strategy runs from 2006 – 2010 and sets out key community priorities.
- 2.8. The Shropshire Partnership, working closely with the Shropshire planning team, will in due course be producing a refreshed Sustainable Community Strategy to reflect the establishment of the new unitary authority. In doing so three Local Area Partnerships will be established for the North, Central and South of the county, and new lines of communication are being developed in order to involve and consult the public on emerging community priorities. It is proposed that where appropriate these new community engagement methods will also be used to feed into the preparation of the new Local Development Framework. Section 4 of this statement provides more detail on specific community engagement methods.

Current reforms to the planning system

- 2.9. The Government is currently introducing a new set of reforms to the planning system through a new Planning Bill, which is expected to be made law in summer 2008. The proposed reforms are likely to have an affect on how local authorities are expected to prepare new planning documents. Whilst highlighting the need to speed up the preparation of planning documents, continued emphasise is placed on the importance

of meaningful and ongoing community involvement and a close relationship with the Local Strategic Partnership, particularly with their work on preparing the Sustainable Community Strategy.

- 2.10 Before the new Planning Bill will come into effect, further reforms that can be brought in without primary legislation are expected to be introduced by the government in July 2008. These include a revised Planning Policy Statement (PPS) 12 and Development Plan Regulations.

3 WHO WILL BE INVOLVED, AND WHEN WILL THIS HAPPEN?

- 3.1. A number of organisations are required by legislation to be involved in the planning process, whilst other organisations and individuals can become involved through choice. It is the role of the local planning authority to employ appropriate techniques to ensure that everyone who wants to be involved has an equal voice in the process, including those sections of the community considered 'hard to reach'.
- 3.2. The bodies the council will seek to involve can be broken down into three broad categories:
- **'Statutory consultation bodies'** - incorporating Government departments and agencies, neighbouring Local Authorities, Parish and Town Councils, and a range of utility companies
 - **'General consultation bodies'** - voluntary or representative bodies and organisations that represent the interests of particular groups relevant to the document being prepared. Amongst others these bodies include interest from the business, industrial, education and environmental sectors.
 - **Other organisations, groups and individuals** who have expressed an interest in various aspects of plan preparation

LDF Consultee Database

- 3.3. A great deal of work has already been carried out in Shropshire compiling lists of consultees. In the move to the new unitary council additional work has been carried out to combine these lists into a single comprehensive database to act as the starting point for focussing community involvement and understanding **who** may wish to be involved. It is likely consultees will have a wide and varied range of interests and it is appreciated many may not wish to get involved with every aspect of a plan's preparation. The council will therefore establish **when** as well as **how** different consultees want to get involved in the plan making process. The Council will take account of feedback from stakeholders to regularly revise and refine the database.

Organisations, community groups and individuals

- 3.4. Whilst an equal voice should of course be given to all sections of society, the involvement of some key groups have been identified as central to developing a new set of planning documents for Shropshire. In the period leading up to the establishment of the new Unitary Council these include:

Parish/Town Councils – These organisations can provide an invaluable contact with local communities and will be particularly valuable for providing a local perspective when there are proposals for a specific site

Elected Members – Local councillors keep local communities informed on planning issues, and represent their views

Local Joint Committees – The membership of these Committees is made up of County and District councillors and local parish councils. Local people can participate at meetings to discuss local issues and raise concerns, whilst other organisations can be invited to provide information.

- 3.5. In addition, Planning Aid West Midlands will be used as a partner and facilitator for ongoing engagement. As a charitable organisation it provides a free service and can help individuals and groups engage with the planning system. The contact details for Planning Aid West Midlands are:

West Midlands Planning Aid Service,
Unit 319, The Custard Factory,
Gibb Street, Birmingham B9 4AA
Planning Advice Hotline: 0121 766 8044
E-mail - wmcw@planningaid.rtpi.org.uk

Underrepresented and 'hard to reach' groups

- 3.6. It will be especially important to engage 'hard to reach' groups who for a number of reasons are usually underrepresented through traditional, more formal consultations methods. These groups include young people, elderly people, people with disabilities, gypsies and travellers, black and minority ethnic, migrant populations, the business community, young working families, those who work long hours and those living in certain places, such as remote rural areas.
- 3.7. Each council in Shropshire, through their SCIs, has already made efforts to breakdown some of the barriers to engaging 'hard to reach' groups on planning issues; it is now important that this work is built upon in the move to the new Unitary Council. In seeking to engage with these groups some methods will be more useful than others. Of particular importance will be enhancing links with the Shropshire Partnership, especially with the numerous forums and committees it currently coordinates. The level of involvement of 'hard to reach' groups on consultation exercises will be monitored in order to identify continuing best practice.

Stages of the planning process

- 3.8. Whilst plan making can often be perceived as a fairly long winded process it does involve several clear and statutory stages, including the requirement to consult with the public at various specified times. Table 1 indicates the broad stages involved in developing a Development Plan Document (DPD).

Table 1: DPD Stages and Community Involvement

DPD Stage	Community involvement and consultation
Pre-Production	This stage involves the authority gathering evidence and establishing relevant planning issues for the area. The authority will seek input from relevant interested organisations and individuals.
Pre-Submission	This is a key stage of plan development and therefore wide stakeholder input is important. The council will prepare and consult on an 'Issues and Alternative Options' document early on in this process, and will continue to engage with key stakeholders and the public throughout the whole pre-submission stage. In continuing to seek views throughout the pre-submission stage, the council may decide that a further informal consultation on a 'Preferred Options' document is required within this stage.
Pre – Submission Consultation	This stage involves a specific consultation on a full version of the DPD where the council will invite consultees to submit representations. The consultation will last at least 6 weeks, however the council will seek to inform people in advance of the start of the consultation period.
Submission	Following any revisions made the council will formally submit the DPD along with all representations made to the Secretary of State for independent examination.

4. HOW WE WOULD LIKE PEOPLE TO GET INVOLVED

- 4.1. Table 2 provides an indicative range of consultation methods and an indication as to when they may be used in the plan preparation process. The proposed methods reflect the contents of each of Shropshire's adopted SCIs along with best practice derived from recent consultation events in the County. The use of all methods will be tailored to the type of document under development.
- 4.2. Whilst it is recognised that all appropriate means of communication must be considered, the council will give increasing priority to electronic means of communication. This includes the use of e-mail and on-line response forms, and will be particularly important for consultation and in providing regular planning updates. In order to make this process as accessible as possible a specific electronic system for compiling and reporting on all comments made on planning documents will be used. Where it is considered that electronic communication will cause difficulty for, or potentially exclude some sections of society more traditional methods will be used.

Table 2: Indicative methods of involvement

Type of method	Description	Potential stage of use
Parish & Town councils and community groups	<p>Parish & Town councils and community groups become involved in the planning process in many ways; through regular meetings on local development issues to preparing their own local parish and town plans. Effective links have already been established with these groups which will be explored in developing new planning documents. By using local community forums it will be particularly important to develop links with parish plan working groups in order for the new authority to establish local priorities and aspirations.</p> <p>Whilst it is not envisaged that council officers will have a direct input into these meetings on a regular basis, where appropriate and where resources allow it may be advantageous for planning officers to attend relevant meetings to discuss specific local planning issues.</p> <p>The new authority will use new ways of communicating electronically with these local groups, for example by encouraging these local groups to establish their own websites through Shropshire County Council's ShropNET service.</p>	All stages and On going

<p>'One Council' Planning Web pages</p>	<p>Before the official start of the new council, a temporary 'One Council' planning web page will be created. The webpage will be a primary port of call for the public to find out about current and forthcoming planning documents, consultation events and general news.</p>	<p>All stages and ongoing</p>
<p>Letter</p>	<p>This traditional form of communication has proved popular in many parts of Shropshire and will continue to be for many organisations. However, a balance will need to be struck between this method and the need to further encourage electronic means of communication.</p> <p>Letters will initially be sent to everyone on the LDF database to establish who and how people wish to get involved.</p>	<p>All stages</p>
<p>Topic based discussion papers</p>	<p>In the early stages of developing DPDs a series of short discussion papers will be produced and sent to a selected group of invitees thought likely to have an interest in the issues under discussion. These papers will deal with individual topic areas, such as housing and the economy, and will ask for comments and views on a series of questions. The documents will also be made available on the 'One Council' planning web pages and comments will of course be accepted from the wider public. The comments received will be fed into the development of the DPD Issues and Alternative Options document.</p>	<p>Pre-preparation</p>
<p>'Shropshire Magazine' & other council publications</p>	<p>The Shropshire Magazine is produced by Shropshire County Council's communications team four times a year and is sent to every household in the county. This media will be particularly useful in informing the public on current or forthcoming consultations, and wider opportunities for involvement. This method has proved useful in informing 'hard to reach groups' about planning issues. It is envisaged that in the longer term a new Unitary Shropshire Magazine will be developed. The Information contained in all Council publications, including the Shropshire Magazine, can be transferred into a more suitable format for visually impaired people, such as large print, Braille or audio.</p> <p>Where district, borough or parish and town councils in Shropshire also produce and distribute their own 'in house' publications such as a council magazine, newsletter or e-mail bulletins, a coordinated effort will be made to use these resources as a complementary means of informing the public on planning issues.</p>	<p>All stages and ongoing</p>
<p>Newspapers, and radio</p>	<p>Shropshire is served by a wide selection of daily and weekly newspapers and local radio stations, including the Shropshire Star and BBC Radio Shropshire. These local media are likely to be most useful by advertising consultation events on planning documents.</p>	<p>All stages and ongoing</p>
<p>Developer & Agent Forums</p>	<p>These forums have proved a very useful and relatively straightforward method for authorities to engage directly with a</p>	<p>All stages and ongoing</p>

	<p>wide range of developers and agents. In the short term the current forums associated with individual authorities will continue and be the first point of contact for developers; however in the longer term it is envisaged that a single forum will be established.</p>	
Regular LDF E-Mail Updates	<p>A series of short regular updates will be used to inform the public on news and progress on emerging planning documents. These updates will be particularly important in ensuring continuing community involvement throughout the plan preparation process, and can be used to highlight specific issues where public feedback would be particularly useful.</p> <p>Whilst these regular updates are envisaged to be sent out principally by e-mail, hard copies will be made available on request and will be distributed to customer first points and libraries around the county. A copy will also be placed on the 'One Council' website.</p>	On going
Workshop events	<p>Workshop events have proved a particularly useful method of directly involving stakeholders in planning issues. It is likely these events will be based around specific topic areas in order to focus the discussion. Whilst it is of course important to get a broad spectrum of views at these events, the authority will seek to invite suitably interested stakeholders. Where resources apply it may be necessary to hold workshop events throughout the county and at different times of day. Depending on the topics under discussion the workshop events could take a number of forms, from informal presentations by officers, to more interactive means such as 'planning for real' exercises. Whilst it is envisaged that these events will be organised and run in house by the council, there may be a need to use some external coordinators.</p> <p>Workshops will prove particularly useful as part of informal consultation periods, principally at the Issues and Alternative Options stage. However, similar events may also prove useful in the pre-production stages of plan preparation in order to draw out issues.</p>	All stages
One to one meetings	<p>Whilst it is envisaged that other means of community involvement will be sufficient to gather stakeholder comments the authority will use one to one meetings, where these are requested and resources are available. It is likely this method will be most useful as part of ongoing involvement in the pre-submission period with key stakeholder groups, although meetings with members of the public should not be ruled out.</p>	Pre-submission

<p>Local Meetings</p>	<p>Local meetings will play a key role in providing a forum for a meaningful and ongoing engagement with local groups and individuals. As well as the 'Let's Talk' meetings held across Shropshire on a regular basis, a series of pilot Local Joint Committees have been set up in different areas of the county. The Local Joint Committees are made up from local county, borough or district, town and parish councillors and have voting rights when it comes to making decisions. Local voluntary or community group, businesses, stakeholders or individuals can raise issues at these meetings.</p> <p>Planning officers will seek to ensure that important local planning issues are included on meeting agendas and that an appropriate level of discussion is given to them. In doing so close links with internal communication officers will be maintained.</p>	<p>All stages On-going</p>
<p>Local Strategic Partnership for Shropshire</p>	<p>The Shropshire Partnership was formed in 1997 and in 2002 it officially became the Local Strategic Partnership for Shropshire. The Partnership is made up of around 70 organisations from a variety of backgrounds working towards the key vision to "Improve the Quality of Life in Shropshire".</p> <p>It is the intention that in developing the Local Development Framework, a coordinated approach will be taken to community involvement with the Shropshire Partnership as they refresh the county wide Community Strategy (see paragraphs 2.8 & 2.9 above). The Partnership currently uses a number of forums and consultation initiatives which specifically seek to include a wide and diverse range of interested groups, including those considered 'hard to reach'. The key forums are:</p> <ul style="list-style-type: none"> - Standing Conference – This meets three times a year and represents an opportunity for a range of partners to have their say on important issues; - Equalities Forum – This brings together all of Shropshire's equality and diversity organisations; - The Voluntary and Community Sector Assembly – This Assembly was formally launched this February and aims to strengthen the voice and influence of Shropshire's many voluntary and community sector organisations 	<p>All stages and ongoing</p>
<p>Area Partnerships</p>	<p>In the move towards the unitary council, the current structure of local partnerships in Shropshire is changing. Instead of the current five District Partnerships there will three Area Partnerships for the north, south and central areas of the county. The new Area Partnerships will be established by the end of June 2008.</p>	<p>All stages and ongoing</p>
<p>Citizen's Panel</p>	<p>The Citizen's Panel is a survey based method principally used by the Shropshire Partnership to find out what the key priorities for the community are. The Panel is made up of a representative section of the county's population who are asked to respond to a</p>	<p>All stages and On going</p>

	<p>set of questions concerning quality of life issues in Shropshire. The Citizen's Panel is currently being updated so its results can feed into the development of the refreshed Sustainable Community Strategy.</p> <p>It will be important for work on emerging unitary planning documents to reflect the outcomes of the Citizen's Panel. This will be particularly useful in the early stages of plan development in setting out key planning issues for the county.</p>	
Shropshire Youth Parliament & Young Peoples Forums	<p>Shropshire established its Youth Parliament in 1999 as a means to give 11 – 18 year olds a voice on issues that affect them. The Youth Parliament have coordinated several themed events allowing young people from all around the county to debate issues important to them. Depending on the themes of any future event it may be important to seek that local planning issues are debated.</p> <p>The Shropshire Speaking Out (SO) group was established in 2003 in order to give young people a voice. The group is made up from 15-20 individuals, 4 Members of the Youth parliament and a county councillor and meets once a month at Radbrook College in Shrewsbury. It will be important for development on planning documents to incorporate relevant views from this forum, and where appropriate a planning officer could attend specified meetings.</p>	All stages and On going
Exhibitions, road shows	<p>Depending on the type of document, a combination of exhibitions and road shows may be used to advertise its preparation. These types of events have normally been used to advertise site specific development proposals, but could also be used to promote larger development strategies such as the Core Strategy.</p> <p>They should be used principally as part of the Issues and Options consultation period, but can in exceptional circumstances be set up in the ongoing pre-submission participation period.</p>	Pre-Submission

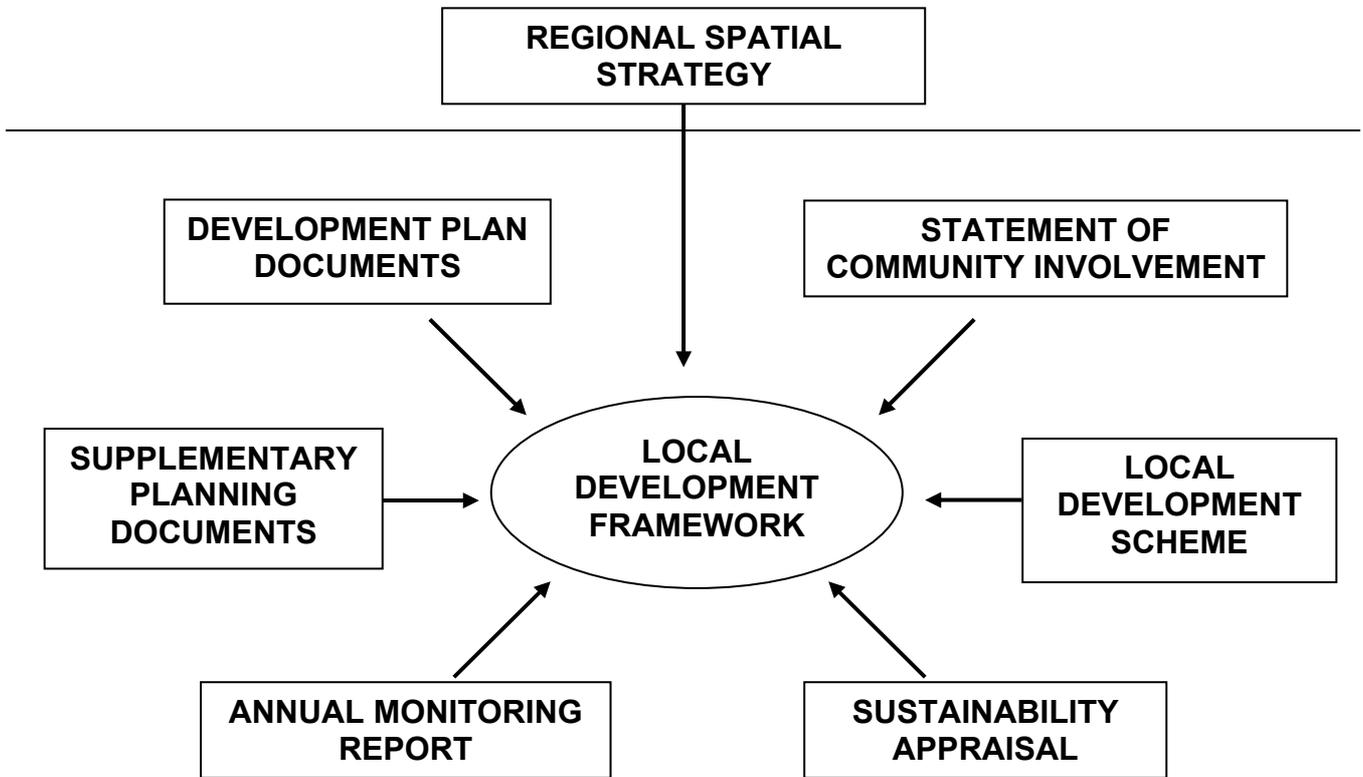
How people's views will be taken into account

4.3. Whilst it is crucial to consult and involve a wide range of people in a plan's preparation it is equally important to show how the public's views have been incorporated into the plan making process. As well as meeting national requirements, the council will seek additional ways to report on the findings of community involvement and how this has influenced plan development. These will include:

- A 'Pre-submission Consultation Statement' at the DPD submission stage outlining what consultation and involvement methods were used;

- An interim Consultation Statement at the Issues and Alternative Options stage describing how the council identified issues;
- Regular LDF updates throughout the pre-submission stages;
- Where workshops or other community events are used, produce and publish 'event summaries' on the website;
- Use the council's electronic consultation system to group similar consultation responses together.

**APPENDIX 1: TYPICAL STRUCTURE OF A LOCAL
DEVELOPMENT FRAMEWORK**



APPENDIX 2: GLOSSARY OF TERMS

Adopted plan

If a planning document has been adopted it means it has been approved in its final form by the council, and will go on to form part of the local development framework. If a planning document is in development this means the final version has not yet been approved.

Annual monitoring report (AMR)

A report submitted to the government by local planning authorities or regional planning bodies assessing the progress and effectiveness of the local development framework.

Appropriate assessment (AA)

The purpose of an appropriate assessment is to assess the impacts a local development document will have on internationally designated nature conservation sites. As of October 2006 all councils must decide if they need to carry out an appropriate assessment on the local development documents they produce. If an assessment needs to be carried out it can either form part of the sustainability appraisal, or can be a document in its own right.

Area action plan

A type of planning document that focuses upon a specific location or area.

Core strategy

The primary planning policy document for a local authority area. It sets out a clear, long term vision for the future pattern of development and introduces policies to deliver that vision.

Development plan

The development plan for a local authority area is made up of the regional spatial strategy (RSS) and development plan documents (DPDs). The development plan is used to assess planning applications.

Development plan documents (DPDs)

Development plan documents are the statutory planning documents prepared by the council. They include policies which planning applications can be assessed against, and they can indicate where potential sites for future development are to be located. The core strategy is the primary development plan document.

Local development documents (LDDs)

This is the collective term used to describe the various planning documents produced by the council. Collectively they deliver the planning strategy for the council's area.

Local development framework (LDF)

The portfolio of local development documents, which together set a vision for

future development and provide a set of policies to guide development. The LDF includes:

- Development plan documents
- Supplementary planning documents
- Statement of community involvement
- Local development scheme
- Annual monitoring report

Local development scheme (LDS)

The LDS describes the planning documents which a local authority intends to prepare and the timetable for their preparation. This must be agreed with Government and reviewed every year.

Planning and compulsory purchase act 2004

This is the legislation passed by the Government which brought about changes in the planning system in England. The act took effect in September 2004.

Proposals map

The base map which shows the sites proposed for development in development plan documents.

Regional planning body (RPB)

The body that prepares, monitors and reviews the regional planning guidance for its region. For English regions the RPB is the regional assembly. They are responsible for developing and co-ordinating a strategic vision for improving the quality of life in a region. RPBs must set priorities and prepare certain regional strategies, including the regional spatial strategy.

Regional spatial strategy (RSS)

The RSS establishes the planning vision for the region and sets out policies covering a range of issues including housing, transport and economic development and the environment. The RSS for the West Midlands is prepared by the West Midlands Regional Assembly. All planning documents prepared by local authorities in the region must conform to the policies laid out in the RSS.

Site specific allocations

Allocations of defined areas of land for particular or mixed use developments identified in development plan documents. Policies in the document will identify any specific requirements for individual sites.

Spatial planning

The Government is seeking to promote greater integration between the land use planning system and the various strategies produced by local authorities

and other organisations. The spatial approach towards planning goes beyond the grant or refusal of planning permission and involves a wider range of policies than has normally been included in planning documents.

Statement of Community Involvement (SCI)

Statement of the council's proposed standards and approach to involving the local community and stakeholders in the preparation, alteration and review of all local development documents and development control decisions. The statement is subject to independent examination and forms an essential part of the local development framework.

Supplementary planning documents (SPDs)

A planning document that gives further information on policies laid out in development plan documents such as the core strategy. They can cover a range of site and theme specific issues but should not contain new policies.

Sustainability appraisal (SA)

All local development documents need to include a separate document called a sustainability appraisal. The SA appraises the economic, environmental and social effects of planning policies to ensure they uphold the principles of sustainable development. All sustainability appraisals need to include the requirements of a European directive called the strategic environmental assessment.

Implementation Executive (IE)

The Implementation Executive consists of 29 councillors drawn from all six existing Shropshire councils. It is responsible for making decisions about the transition to Shropshire Council. There are three sub-committees of the Implementation Executive including one devoted to the preparation of the local development framework.

Local area agreement (LAA)

The local area agreement (LAA) is a formal three year agreement between central Government and the local area aimed at improving the quality of life for local people. The local area is represented by local authorities and other key partners through the local strategic partnership. The sustainable community strategy provides the framework for the LAA and sets targets for achievement.

Local strategic partnership (LSP)

The LSP is a partnership involving local councils; regional, public and local agencies; the voluntary and community sector; business; young people; and equality and diversity communities. Partners work together to meet local needs and improve the quality of life. The Shropshire Partnership acts as the LSP for the county.

Sustainable Community Strategy (SCS)

A wide ranging strategy aiming to improve the social, environmental and economic well being of the area, focussing on the needs, aspirations and priorities of local communities. The sustainable community strategy co-ordinates the actions of public, private, voluntary and community sectors. Local development frameworks should provide spatial expression to those elements of the sustainable community strategy which relate to land use and development.