

Local Development Framework Statement of community involvement

Adopted November 2006





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1 Introduction

1.1 The Government has introduced new legislation which changes the way in which local councils will plan for land use and the development needs of their communities over the next decade. The changes to the planning system are intended to make the process of preparing development plans quicker, allowing the planning system to be more flexible and more responsive to change.

1.2 One of the key aims of the new planning system is to strengthen community involvement in all areas of the local decision making process. The Government and the Council consider it important that communities make their views known and have their say in how their community is planned and developed.

The Key to Successful Community Involvement

1.3 The Council recognises that the key to developing a successful approach to community involvement will be to:

- Engage the community in a way which suits the particular needs and characteristics of the different sectors of the community;
- Engage the community at an early stage so that their views and opinions can make a difference;
- Actively engage 'hard to reach' and under-represented groups who, in the past, have not participated in the planning process, including young people, ethnic minorities, and disabled people;
- Encourage community groups to play their part in involving the wider community in participation on planning issues affecting their local area;
- Encourage applicants to play their part in involving the community in the consideration of their development proposals; and
- Ensure that adequate resources are made available to manage the processes of community involvement.



2 The Statement of Community Involvement

2.1 This Statement of Community Involvement (SCI) sets out how the Council intends to involve all sectors of the community in the planning process. It was adopted in November 2006 following an Independent Examination by the Secretary of State. The Inspector's Binding report recommending the adoption of the SCI is available for viewing at the Civic Centre and on the Council's website at www.hillingdon.gov.uk.

2.2 The SCI establishes formal arrangements and standards to enable the community to know how and when they will be involved in the preparation, alteration and review of the Hillingdon Local Development Framework (LDF) and how they will be consulted on planning applications.

2.3 **Appendix A** to this SCI contains a useful glossary of terms to help understand the terminology associated with the planning system.

Purpose and Benefits

2.4 The aim of the SCI is to ensure that all sectors of the community in Hillingdon:

- Are informed about the planning documents being prepared or planning applications being considered;
- Understand how they can make their views on these known;
- Have ready access to information;
- Are involved early in the decision making process;
- Can put forward their ideas or views about issues and feel confident that there is a formal process for considering these;
- Can take an active part in preparing proposals or options to manage land use and future development in their community;
- Can comment on planning applications; and
- Will get feedback and be informed about progress and outcomes.

2.5 The Council wants to encourage everyone in the community to take up the opportunity to be actively involved in the preparation of the LDF and in the consideration of planning applications. The Council firmly believes that community involvement in the planning process can help:

- Develop better plans and achieve higher quality development, which is supported by the local community;
- Improve the quality and efficiency of decisions by drawing on local knowledge and minimising costly and unnecessary conflict;
- Educate all participants about the needs of local communities, the business sector and how local government works;
- Foster ownership and promote social cohesion by making real connections with people in the community and offering them a tangible stake in decision-making;
- Offer different, more locally relevant or practical solutions to resolve contentious or complex issues;
- Promote certainty to both the community and developers as to the type of land use or development desired by the community for certain locations or areas; and
- Achieve consensus in the preparation of the LDF.

2.6 The Council is required to comply with the community involvement processes outlined in this SCI when preparing LDF documents and in the determination of planning applications.



The SCI and its links with the Community Strategy and other Local Strategies and Plans

2.7 The Government identifies Local Development Frameworks (LDF) as one of the key mechanisms for delivering Community Strategy objectives and the land use requirements of other local strategies and plans. Community involvement in the preparation of the LDF and planning applications, through the processes outlined in the SCI, will assist in informing the review and/or delivery of a range of community plans and strategies, such as the Community Strategy and the Borough Transport Strategy.



3 The Local Development Framework

3.1 The Local Development Framework (LDF) is a 'folder of documents' prepared by the Council which together with the London Plan will form the development plan for the borough replacing the current Unitary Development Plan (1998).

3.2 The Hillingdon LDF will consist of the following documents:

- Statement of Community Involvement (this document)
- Local Development Scheme (LDS): the detailed timetable for preparing the LDF
- A series of Development Plan Documents (DPDs) including:
 - Core Strategy (Spatial Strategy and Generic Development Control policies)
 - Proposals Map
 - Site Allocations
 - Southern Hillingdon Area Action Plan (SHAAP)
 - Healthcare and Education Area Action Plan (HEAAP)
- A number of Supplementary Planning Documents (SPDs) including:
 - Hillingdon Biodiversity Action Plan
 - Hillingdon Design and Accessibility Statement (HDAS)
 - Affordable Housing
 - Live-Work Units
 - Noise
 - Sustainable Design and Construction
 - RAF West Drayton Planning Brief
 - Planning Obligations
 - Annual Monitoring Report (AMR)

The content and timetable of these documents are explained in the Local Development Scheme which is available for viewing at the Civic Centre and on the Council's website at www.hillingdon.gov.uk. The LDS sets up the number of documents to be prepared in the LDF and when these will be prepared. The LDS is reviewed on a regular basis (for up to a 3 year period) and agreed with the Government Office for London (GOL). Future reviewing of the LDS includes the preparation of an Area Action Plan for Uxbridge and 4 Planning Briefs (Coppermill Lock, Former South Ruislip Dairy, Bentinck Works/ Dairy Crest in Yiewsley and RAF Uxbridge). When the reviewing is agreed with GOL, details will be made available at the Civic Centre and on the Council's website.

Sustainability Appraisal (SA)

3.3 A key aim of the LDF is to contribute to the delivery of sustainable development. The Government defines sustainable development as:

- Social progress which meets the needs of everyone;
- Effective protection of the environment;
- Prudent use of natural resources; and
- Maintenance of high and stable levels of economic growth and employment.

3.4 To ensure that the LDF contributes to sustainable development, it will be subject to a Sustainability Appraisal (SA), incorporating the requirements of the EU Directive on Strategic Environmental Assessment (SEA). An SA report will need to appraise the social, environmental and economic effects of DPDs and SPDs. The SA report will be considered from the beginning of the LDF preparation process and the reports will be subject to community involvement at the same time involvement is sought on the related DPDs or SPDs.



Joint Working

3.5 Alongside the production of the Hillingdon LDF, it is proposed that a separate Waste Management DPD be prepared in partnership with the other West London Boroughs, enabling waste management to be addressed on a sub-regional basis. Whilst each authority involved will have their own SCI, community involvement on the preparation of the joint DPD may be carried out as one initiative, to avoid duplication, having regard to the SCIs of each borough in West London.



4 The Plan Making Process

4.1 The stages in preparing a DPD or SPD are summarised below. The minimum requirements for community involvement in the plan preparation process are also provided. These requirements are set down in the Town and Country Planning (Local Development) (England) Regulations 2004.

For each Development Plan Document (DPD)

- *Stage 1: Pre-production*
Survey and background evidence gathering, initial informal involvement of relevant stakeholder groups, including the Local Strategic Partnership, external interest groups, specialists and internal Council Departments. Consideration of preliminary issues and options. **Formal representations from the community on the Issues and Options are invited for a time period of 6 weeks.**
- *Stage 2: Public Participation on Preferred Options report and the Sustainability Appraisal*
Preparation of a Preferred Options report and accompanying SA report, with formal involvement of the community and statutory bodies, working towards agreement on a preferred policy direction. **Formal representations from the community are invited for a time period of 6 weeks.** This is one of the most important stages for the community to have their say and influence the final policy direction.
- *Stage 3: Consideration of Representations to the Preferred Options document and Sustainability Appraisal*
Consideration and analysis of the representations received, which then shape the formation of the DPD. A consultation statement is also prepared outlining who the Council informed, the community involvement undertaken, the matters raised in the representations, and how these matters are addressed in the formulation of the DPD.
- *Stage 4: Submission of DPD to the Secretary of State for Independent Examination*
Once approved by Cabinet and the full Council, the DPD is submitted to the Secretary of State for examination together with the Sustainability Appraisal. **Formal representations from the community are invited on the DPD for a time period of 6 weeks.**
- *Stage 5: Consideration of Representations on Submitted DPD*
Consideration and analysis of the representations received and recommends changes to the DPD.
- *Stage 6: Alternative site allocation policies*
Where representations on a submitted DPD have been made which include proposals for alternative site allocations or to change a boundary of a site identified in the DPD, the Council will advertise these immediately after the period for making representations has expired. Those promoting an alternative site(s) should indicate how the proposal complies with the tests of soundness as set out in the Government's Planning Policy Statement 12 and how the Sustainability Appraisal process has been or is to be carried out prior to consideration at examination.
- *Stage 7: Independent Examination in Public*
The examination considers the soundness of the DPD, which includes an assessment of whether the views and opinions of the community have been taken into account in the preparation of the DPD.
- *Stage 8: Inspector's Binding Report and Adoption of DPD*
Following the examination, the Planning Inspector produces a final report, which identifies any changes to be made to the DPD and the reasons for these. The Inspector's report and its findings are binding on the Council, and the DPD must be amended on the basis of any requirements set out by the Inspector. The Council then formally adopts the DPD, which will become part of the LDF and Council planning policy.



For each Supplementary Planning Document (SPD)

- *Stage 1: Pre-production*
Survey and background evidence gathering, consultation with relevant experts or specialists and initial informal involvement of relevant stakeholder groups. Preparation of a draft SPD and Sustainability Appraisal.
- *Stage 2: Public Participation on Draft SPD*
The Council will publish the draft SPD and Sustainability Appraisal and invite comments from the community and stakeholders. **Formal representations from the community are invited for a time period of 4 - 6 weeks.** This is the principal stage for the community to have their say and influence the final content of the SPD.
- *Stage 3: Consideration of Representations Received to the Draft SPD and Sustainability Appraisal*
Council's Policy and Environmental Planning Team considers and analyses the representations received. A final version of the SPD and Sustainability Appraisal are prepared along with a consultation statement outlining who the Council informed, the community involvement undertaken, the matters raised in the representations, and how these matters are addressed in the final version of the SPD.
- *Stage 4: Adoption of the SPD*
The final version of the SPD is reported to Cabinet for consideration and adoption. Although a non-statutory document, once adopted the SPD will become part of the LDF as material consideration.



5 Involving and Engaging the Community in the LDF

5.1 The following outlines how the Council will actively involve and engage with the community over the preparation of the LDF. Specifically, it describes who in the community the Council intends to involve, the ways in which the Council will get information out into the public arena and the methods the Council will use to involve and engage the community.

5.2 Wherever possible, the Council will seek to achieve a consensus with all sections of the community in the preparation of the LDF. However, given the number of LDF documents being produced, and the range of issues they address, it may be appropriate that the Council targets certain groups or people within the community for involvement in the preparation of particular planning documents.

Who in the Community the Council Intends to Involve and on Which LDF Documents

5.3 Statutory Consultees – The Town and Country Planning (Local Development) (England) Regulations 2004 lists a number of "specific consultation bodies" that local planning authorities are required to consult in the preparation and review of local development documents. These include certain national advisory bodies, the Mayor of London, neighbouring local authorities, utilities providers and telecommunications operators. These statutory consultees are listed in **Appendix B**.

5.4 Local Strategic Partnership (LSP) – The LSP brings together community representatives and key local agencies, such as the Police, the Primary Care Trust, Brunel University and the Chamber of Commerce. All the strategic partners have a stake in Hillingdon's future and the Council worked closely with them in drawing up the Community Strategy. The Council is also involving the LSP in the preparation and review of all the LDF documents.

5.5 It is intended that the Local Strategic Partnership will play a significant role in ensuring that the LDF delivers on the objectives of the Community Strategy and other local strategies and initiatives. The LSP members are listed in **Appendix B**.

5.6 Community Forums – The Council has established a number of community forums to assist the Council in understanding the needs of different sectors of the community. These forums currently assist in the preparation and review of the Community Strategy and represent particular sections of the community that the Council want to ensure are involved in the LDF process. A brief summary of the representation of each of these forums is provided below.

- *Connecting Communities* – 110 representatives of 'hard to reach' community groups in the London Borough of Hillingdon.
- *Assembly for People with Physical Disabilities and Sensory Impairments* – The assembly promotes equal opportunities for disabled people and is open to anybody who lives, works or studies in the London Borough of Hillingdon. The group is chaired by DASH (Disablement Association Hillingdon).
- *Youth Council* – The Council is open to any young person living, studying or working in the London Borough of Hillingdon. The Youth Council enables young people to voice their concerns as well as providing training opportunities. Hillingdon's Youth Council supports the UK Youth Parliament.
- *Older Persons Assembly* – The assembly enables this section of the community to raise their concerns and represents 450 persons over 50 years old.

5.7 The Community Forums will be involved in the preparation and review of all DPDs along with a number of key SPDs including the Hillingdon Design and Accessibility Statement SPD and the Affordable Housing SPD.



5.8 Other Key Stakeholders, Local Organisations and Community Groups are a list of key groups that are active within the borough and are considered to represent the wider community. These are listed in **Appendix B**. General Consultation Bodies as required in the Planning regulations comprise voluntary organisations whose activities benefit any part of the authority's area, together with bodies representing:

- Different racial, ethnic or national bodies in the authority's area
- Different religious groups in the authority's area
- People with disabilities
- Business people

5.9 In addition to statutory consultees and members of the LSP, there is a wide range of other bodies who have a stake in the planning of Hillingdon's future. These include the many residents and tenants associations and community groups in the borough, local and national conservation organisations, providers of education, health and transport service providers, housing providers, developers, architects, planning and property consultants. In total, well over a 1,000 such bodies are on the Council's planning Community Involvement database. The database also includes 50 randomly selected households per ward and approximately 10% of all businesses in designated Industrial and Business Areas and town centres (of which 65-70% are Small and Medium Enterprises (SMEs) and 30-35% are larger businesses).

5.10 These key stakeholders, local organisations and community groups will be involved in the preparation and review of all the DPDs and will be identified for involvement in the preparation of SPDs relevant to their area of responsibility or interest. This will not limit the ability of any other group to become involved in the preparation of other SPDs identified in the Local Development Scheme but this approach will enable the Council to focus community involvement on those groups recognised as having a particular interest in a specific topic or area.

Key Contacts and Community Involvement Database

5.11 In addition to the range of groups and organisations referred to above, the database also includes a list of local business and individual residents who have shown an interest in being involved in the planning process. Once any person or organisation submits comments on an LDF document, or expresses an interest to be consulted, they will be automatically added to the database and will be consulted in all future stages of public involvement. Anyone can request that their details are added to the database, which would result in them being consulted at key stages in the preparation of the LDF. All efforts will be taken by the Council to keep this list up to date.

The Role of Community Groups

5.12 The organisations and community groups on the database are considered by the Council to represent the wider community. It is hoped that they will play an important role in informing their own members, and others who may have an interest in certain issues, to become involved in the LDF process.

How the Council Intends to Inform the Community and Where to find the Planning Information

5.13 Where possible the Council will post out a hard copy of the draft planning document to the statutory consultees, all residents and tenants associations, and other groups or organisations that the Council considers should be involved. On occasions it may be more appropriate, particularly where longer, technical reports are produced, to post out information in CD-ROM format.

5.14 Hard copies of all draft LDF documents and Sustainability Appraisal reports will be made available to the public at the Council's Planning reception, the Council's 'One Stop Shop' in Hayes, and the following local libraries:



Central (Uxbridge)	Ickenham	Ruislip Manor
Eastcote	Kingshill	South Ruislip
Harefield	Manor Farm	West Drayton
Harlington	Northwood Hills	Yeading
Hayes	Oak Farm	Yiewsley
Hayes End	Oaklands Gate	

5.15 All draft LDF documents will also be posted on the Planning section of the Council’s website, together with full details of any relevant consultation period and information on where and when copies can be inspected.

5.16 All information will be available on request in large copy print, audio cassette, Braille or in the following languages other than English:

Albanian	Arabic	Bengali
Chinese	Gujarati	Hindi
Punjabi	Somali	Tamil
Urdu		

5.17 The Council will make every endeavour to meet the requirements of the Race Relations Act 2000 and the Disability Discrimination Act 1995 (and 2005 amendments).

5.18 In addition, the Council will also place posters or flyers advertising the draft planning documents for general consultation or announcement of forthcoming consultation at:

GP surgeries	Community Centres
Post Offices	Higher and further education institutions

Use of media for consultation

Magazines and Newsletters

5.19 Draft planning documents will be advertised and information will be provided to each household via the Council’s bi-monthly magazine ‘Hillingdon People’. The Council will also use LSP partners’ newsletters, and the Council’s internal intranet site ‘Horizon’. Hillingdon People is distributed free of charge to all 106, 700 households in the borough whilst all Council employees have free access to the ‘Horizon’ intranet information site.

Advertisements in the Local Press

5.20 The Council will continue to issue news releases and where required, place public notices in the following local newspapers, for announcing public consultation on planning documents:

Uxbridge & West Drayton Gazette	Uxbridge & Hillingdon Leader
Ruislip & Northwood Gazette	Uxbridge & Hillingdon Times
Hayes & Harlington Gazette	



Methods of Consultation/ Types of Community Involvement

5.21 The Council seeks to employ appropriate methods to achieve a consensus on new planning policy, where possible. The following Table 5.1 'Methods of Consultation and Types of Community Involvement on the Various Development Plan Documents' presents the range of community involvement methods to be used by the Council in involving each target group on the various Development Plan Documents.

Stakeholders	Core Strategy DPD	Site Specific allocations/ policies DPD & Action Area Plan DPD	Site Specific SPD & Topic SPD
General Public	Council website	Council website	Council website
	Local media	Local media	Local media
	Public exhibitions	Area public exhibition	Draft document publication
	Citizens Panel	Area Focus Group	
	Planning for Real exercise	Draft document publication	
	Draft document publication		
'Hard to reach' groups	Council website	Council website	Council website
	Local media	Local media	Local media
	Forums	Forums	Forums
	Discussions with community leaders	Discussions with community leaders	Draft document publication
	Public exhibitions	Public exhibitions	
	Draft document publication	Draft document publication	
Councillors	Council website	Stakeholder working group	Council website
	Local media	Scrutiny Committee	Local media
	Stakeholder working group		Stakeholder working group
	Scrutiny Committee		Scrutiny Committee
			Draft document publication
Ward Members	Council website	Council website	Council website
	Local media	Local media	Local media
	Draft document publication	Draft document publication	Draft documents
Business	Council website	Council website	Council website
	Local media	Local media	Local media



5 Involving and Engaging the Community in the LDF

Stakeholders	Core Strategy DPD	Site Specific allocations/ policies DPD & Action Area Plan DPD	Site Specific SPD & Topic SPD
	Stakeholder working group	Stakeholder working group	Draft document publication
	Retail and local business working group	Retail and local business working group	
	Draft document publication	Draft document publication	
Developers/ Landowners/ Agents	Council website	Council website	Council website
	Local media	Local media	Local media
	Stakeholder working group	Stakeholder working group	Draft document publication
	Draft document publication	Draft document publication	
Central Regional and Local Government	Draft document publication meetings	Draft document publication meetings	Document publication
Other London Borough of Hillingdon Departments	Council Intranet	Council Intranet	Council Intranet
	Letter	Letter	Letter
	Corporate Officer Working Group	Corporate Officer Working Group	Draft document publication
	Draft document publication	Draft document publication	
Adjacent Local Planning Authorities	West London Partnership	West London Partnership	Draft document publication
	Informal discussions	Informal discussions	Informal discussions
	Draft document publication	Draft document publication	
Statutory Bodies	Draft document publication	Draft document publication	Draft document publication
	Meetings/ informal discussions	Meetings/ informal discussions	Informal discussions
Interest Groups	Council website	Council website	Council website
	Local media	Local media	Local media
	Public exhibitions	Public exhibitions	Draft document publication



Stakeholders	Core Strategy DPD	Site Specific allocations/ policies DPD & Action Area Plan DPD	Site Specific SPD & Topic SPD
	Stakeholder working groups	Stakeholder working groups	
	Informal discussions	Informal discussions	
	Draft document publication	Draft document publication	
Resident Associations	Council website	Council website	Council website
	Local media	Local media	Local media
	Hillingdon Residents & Tenants	Area Resident and Tenants Associations	Draft document publication
	Association meetings	Public exhibitions	
	Public exhibitions	Draft document publication	
	Draft document publication		

Table 5.1 Methods of Consultation and Types of Community Involvement on the Various Development Plan Documents



6 Commitment to Reporting Back

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6.1 Comments that are received will be acknowledged in writing. The Council will then analyse the comments and prepare a summary report that gives details of the comments made and recommended changes which will be fed into the preparation of the document. The report will be made available on the Council's website. Hard copies of the Summary Report will be made available to the public upon request. When reporting to Cabinet, a schedule of how these comments have been addressed or reflected in the proposed policies or proposals will be prepared; all Cabinet reports are available for public viewing.



7 Consultation on Planning Applications

7.1 The Council is required by law to publicise planning applications. The minimum statutory requirements are set out in the following documents:

- The Town and Country Planning (General Development Procedure Order) (1995)
- Circular 15/92 Publicity for Planning Applications
- The Town and Country Planning Environmental Impact Assessment Regulations 1999
- The Town and Country Planning (Major infrastructure Project Inquiries Procedure) (England) Rules 2004

7.2 The Council's policy is to encourage community involvement in the planning application process as it believes this helps to ensure that decisions are well founded and take account of local needs and circumstances. The procedures set out below are intended to achieve this.

7.3 The Council will now expect applicants to undertake their own community involvement for applications which it considers are capable of having an impact on the wider community. The types of planning applications for which the Council will be seeking community involvement from developers are set out in Table 7.1 'Types of applications for which community involvement will be sought' below:

Development	Tier 1	Tier 2	Tier 3
Residential	100+ Units or 2+ hectares	31 – 99 Units or 1 – 2 hectare	10 – 30 Units or 0.5 –1 hectare
Commercial	20,000 + sq.m	10,000 sq.m or 2+ hectares	1,000 sq.m or 1 hectare

Table 7.1 Types of applications for which community involvement will be sought

7.4 The Council encourages applicants to engage with the community at the earliest stage of preparing their development proposal (pre-application stage). Applicants should consider the benefits of involving the community in developments, which are considered likely to have an impact on the community, having regard to the thresholds referred to in Table 7.1 above. An effective pre-application consultation exercise is considered to be the best way of informing the public of the details of the proposal and provides an opportunity for the public to review the information and make a meaningful response to the proposals.

7.5 Applicants should seek to follow the consultation arrangements set out in the following Table 7.2 'Community involvement in planning applications' :



Approach	Tier 1 Development Applications	Tier 2 Development Applications	Tier 3 Development Applications
Public Meetings	✓		
Public Exhibition	✓	✓	
Surgeries	✓	✓	
Development Briefs	✓		
Workshop	✓		
Enquiry by design and or Planning for Real	✓	✓	
Citizen Panels (Randomly selected sample of Hillingdon residents used to find out the views of residents on specific issues and how these could be improved)	✓	✓	✓
Consultation Panels	✓		
Media (In addition to advertising, the use of local newspapers/ radio stations to carry articles and stories about the proposed development)	✓		
Dedicated Website	✓	✓	✓
Planning Aid	✓	✓	✓
Local professional design panels	✓	✓	
Feedback on consultation	✓	✓	

Table 7.2 Community involvement in planning applications

7.6 The key to any community consultation on significant development proposals will be to ensure that it is carried out at an early stage. Rather than engaging in consultation on proposals which have already been developed to a point where it is difficult to take other views on board, communities must be able to put forward and debate options and shape proposals before they are finalised. Applicants should ‘follow-up’ consultation by feeding back to the community on the consultation they have undertaken, including notes or minutes from any public meetings.

7.7 The Council is aware that there are significant costs involved in undertaking pre-application consultation, and that such costs will have to be met by the applicant. However, the Council considers that such costs are a justified and worthwhile expense to the applicant, given that it enables the community to ‘buy into’ the proposal as well as improving the quality of the application. It is also hoped that undertaking early consultation with the community will assist in making the determination of applications easier and therefore result in a quicker decision. In recognition of the cost implications, the Council will not charge the applicant for any costs it incurs in assisting with pre-application community consultation.

7.8 The Council cannot refuse to accept a valid application because it disagrees with the way in which the applicant has consulted the community. However, failure by the applicant to consult with the community, in any capacity, will lead to some matters not being properly debated or addressed



prior to submission of the application and possible objections being made on submission of the application which could be material to its determination.

7.9 Given that every planning application is individual, and is treated as such, the Council recognises that the consultation arrangements for each may vary. Some applications may be sensitive not only in terms of the type and scale of development proposed but also due to their location, policy designation and proximity to existing residential dwellings. Therefore, developers are advised to discuss the level of consultation required at pre-application stage with Planning Officers.

7.10 The results of any pre-application consultation with the community should be formally included as part of the planning application submission and should indicate:

- The methods of consultation used to engage community participation;
- Who was consulted and the level of involvement; and
- How matters raised in consultation were addressed by the development proposals.

7.11 The Council will publicise planning applications for major developments by:

- A notice in the local newspaper;
- A site display in at least one place on or near the application site for not less than 21 days; and
- Serving written notice on any adjoining owner or occupier.

7.12 The government has advised that for smaller applications, meeting the statutory publicity requirements is likely to be sufficient. This involves:

- A minimum of 21 days consultation on planning applications with access to information and the opportunity to respond; or
- Site notices to be displayed in at least one place for at least 21 days or notice to be served on any adjoining owner or occupier (neighbour notification).
- Please note that bodies such as English Nature will be allowed a longer period of time to comment on applications where this is prescribed by legislation.

7.13 In addition to the statutory requirements, the Council often goes beyond what is legally required. For example, the Council consults on reserved matters applications (the approval of details following a grant of outline permission) and on amended plans. The additional level of consultation would be decided on a case by case basis.

7.14 In Hillingdon, the Council meets these requirements and also makes details of all planning applications, including plans and drawings, and weekly lists of planning applications received, available to view on the Internet. In line with Government advice, it is intended that the arrangements for public consultation for smaller applications will remain as they presently are in Hillingdon.

7.15 The Council will continue to ensure that all planning applications are made available to be viewed by the public at the Council's Planning reception along with any relevant committee reports. Committee reports will also be made available on the Council's website, enabling interested parties to view planning reports and decisions.

7.16 Stakeholders and members of the public can make representations objecting or supporting development proposals. The Council are in the process of preparing guidelines which will clarify the overall parameters for making representations on planning applications, since some issues can fall outside of the remit of the land use planning system. These guidelines will accompany planning application packs and all documents out for consultation. The guidelines will also be made available on the Council's website and will include additional guidance on arrangements for reconsideration following amendments to planning applications.



8 Where can you go for independent help?

8.1 Planning Aid for London is a voluntary organisation linked to the Royal Town Planning Institute providing free independent advice on land-use planning issues to community groups.

8.2 Planning Aid advises community groups in negotiations with the local planning authority and can represent the groups at Examination in Public when needed. One of the main goals of Planning Aid is to target 'hard to reach' groups and to assist communities in developing their own strategies for influencing development in their areas.

Contact details of Planning Aid for London are set out below for your interest.

8.3 Planning Aid for London

Unit 2

11-29 Fashion Street

London E1 7QX

Tel. 020-7247-4900

Email: info@planningaidforlondon.org.uk

Website: www.pafli.org.uk

8.4 The Community Development Exchange (CDX) is a membership network of individuals and organisations from across the United Kingdom who work or have an interest in community development. By using and promoting the values and approaches of community development, the Exchange works to bring about positive changes by sharing information, experience and practice through a variety of means, including conferences; networks; newsletters; the website; and research. CDX also distributes a small fund to help develop and sustain community development networks.

8.5 The CDX membership base is diverse and varied, including local authorities, policy makers, academics, non-profit organisations and 'grass roots' workers.

Contact details for the CDX are below for your interest:

8.6 The Community Development Exchange (CDX)

Floor 4

Furnival House

48 Furnival Gate

Sheffield S1 4QP

Tel: 0114 270 1718

Email: admin@cdx.org.uk

Website: www.cdx.org.uk



9 Reviewing and Resourcing the SCI

9.1 The Council's Policy and Environmental Planning Team (Planning and Transportation) will be responsible for the majority of the work involved in undertaking community involvement for the Local Development Framework. However, the Chief Executive's Office and the Local Strategic Partnership will continue to have an important role throughout the community involvement process. The Council's Development Control and Major Applications teams will lead on all community involvement on planning applications.

9.2 The Council will actively monitor the success of community involvement techniques and use the findings to refine methods in the future wherever required. Community involvement will be measured by assessing:

- How successfully the community and other stakeholders are able to find information on the LDF documents;
- The level of involvement of 'hard to reach' groups; and
- Respondents' satisfaction with the Council's overall consultation standards.

9.3 The Annual Monitoring Report, prepared by the Council to monitor progress in preparing the LDF, will reflect on and evaluate the community involvement process.

9.4 The resources for delivering the proposed programme of consultation for the LDF comprises 5 permanent planning officers (1 manager and 4 other officers) in the Policy and Environmental Planning team. As establishment posts, these have a budget within Planning and Transportation. In addition to this, funding has been provided to cover the various costs associated with producing the Local Development Framework, including the need for improved and enhanced consultation. This has provided the team with funding for:

- Three additional planning officers for a maximum 3 year period;
- Legal costs for the independent examination of the Statement of Community Involvement and of the Local Development Documents; and
- Consultation costs in implementing the Statement of Community Involvement.



Appendix A

Glossary	
Annual Monitoring Report	A document produced each year which shows progress on all the separate parts of the Local Development Framework (LDF).
Area Action Plan (AAP)	A Development Plan Document which sets out a strategy for the future planning areas with a concentration of proposals for change or conservation where land uses and activities are particularly complex.
Community Strategy	A document produced by the London Borough of Hillingdon in partnership with the Local Strategic Partnership , which aims to promote and improve the social, economic and environmental well being of the community.
Core Strategy	A Development Plan Document which provides a written statement of the core policies for delivering the spatial strategy for the area, supported by a reasoned justification .
Development Plan Document (DPD)	A category of Local Development Document which is subject to statutory adoption process (two stages of consultation on issues, formal submission, independent examination) before it can be formally adopted by the authority. Development Plan Documents can include Area Action Plans, a Core Strategy and a Proposals Map.
Independent Examination	A procedure involving means such as discussions and informal hearings, resided over by an Inspector or a Panel of Inspectors appointed by the Secretary of State, to test the 'soundness' of the policies and proposals in the local planning authority's Development Plan Documents . Persons who have made a response at the submission stage have a right, if they so wish, to present their case at the Independent Examination .
Inspector's Binding Report	A report issued by the Inspector or Panel who conducted the Independent Examination , setting out their conclusions on the matters raised at the Examination and detailing the amendments which they require the local planning authority to make to the Development Plan Documents . The Inspector's Report is binding on the local planning authority.
Local Development Document (LDD)	Documents which form the basis of the Local Development Framework and which can be adopted and revised together or separately. These documents can comprise Development Plan Documents , Supplementary Planning Documents and the Statement of Community Involvement .
Local Development Framework (LDF)	Documents which form the basis of the Local Development Framework and which can be adopted and revised together or separately. These documents can comprise Development Plan Documents , Supplementary Planning Documents and the Statement of Community Involvement .
Local Development Scheme (LDS)	A document setting out the local planning authority's intentions for its Local Development Framework ; in particular, the Local Development Documents it intends to produce and the timetable for their production and review.
London Plan	Also known as the Spatial Development Strategy for London, this document was produced by the Mayor of London to provide a strategic framework



Glossary	
	for the boroughs' Unitary Development Plans . It will now perform this function in respect of Local Development Frameworks . It was published in February 2004 and will form part, with the LDF, of the development plan for Hillingdon.
Proposals Map	A Local Development Document which comprises a map of the local planning authority's area, and shows: <ul style="list-style-type: none"> • Existing and revised designations of areas of land. • Sites for particular future land uses or developments. • Locations of proposed or actual area plans.
Pre-submission Consultation	Consultation with statutory consultees and other key stakeholders, which may include the general public, prior to DPDs and SPDs being drafted.
Statement of Community Involvement (SCI)	A document which sets out the standards which the authority will achieve with regard to involving local communities in the preparation and review of Local Development Framework and planning application decisions. The Statement of Community Involvement is not a development plan document but is subject to independent examination.
Submission Development Plan Documents	A stage in the statutory process for the adoption of Development Plan Documents . The local planning authority formally publishes the draft document, at which point the public have the opportunity to make a formal response to the document, whether in support of, or as objections to, its provisions.
Supplementary Planning Document (SPD)	A Local Development Document which does not have to be subjected by the local planning authority to a statutory adoption process . Instead the authority can approve the document by formal resolution of the Council, but it must be subjected to full public consultation if it is to be accorded any weight in decisions on development proposals.
Strategic Environmental Assessment	Strategic Environmental Assessment is a process to ensure that significant environmental effects arising from policies, plans and programmes are identified, assessed, mitigated, communicated to decision-makers, monitored and that opportunities for public involvement are provided.
Sustainability Appraisal (SA)	The examination of a Local Development Document to assess how far its policies and proposals will comply with sustainability principles, and allow the findings to improve that compliance. SA incorporates the principles of Strategic Environmental Assessment, a statutory process which considers any significant environmental effects and informs choices between alternatives and the formulation of policies and proposals.
Unitary Development Plan (UDP)	A borough-wide development plan for which the requirement was introduced in 1986. It is due to be replaced by Local Development Frameworks . Hillingdon's Unitary Development Plan was adopted in September 1998.



Appendix B

Consultations

Specific Consultation Bodies as required by Planning Regulations (Statutory)

(The Town and Country Planning (Local Development) (England) Regulations 2004)

National and Regional Public Bodies

Countryside Agency
Department of Environment, Food, and Rural Affairs (DEFRA)
English Nature
Environment Agency
Government Office for London
The Mayor of London
Highways Agency
Historic Buildings and Monuments Commission for England
London Development Agency
London Waste Regulation Authority
National Offender Management Service (NOMS)
North West London Strategic Health Authority
Strategic Rail Authority
Transport for London-TfL

Adjoining Local Authorities

Hertfordshire County Council
London Borough of Ealing
London Borough of Harrow
London Borough of Hounslow
Slough Borough Council
South Bucks District Council
Spelthorne Borough Council
Surrey County Council
Three Rivers District Council
Abbots Langley Parish Council
Burnham Parish Council
Chorleywood Parish Council
Croxley Green Parish Council
Denham Parish Council
Dorney Parish Council
Farnham Royal Parish Council
Fulmer Parish Council
Gerrards Cross Parish Council
Hedgerley Parish Council
Iver Parish Council
Sarratt Parish Council
Stoke Poges Parish Council
Taplow Parish Council
Wexham Parish Council

Relevant telecommunications, electricity and gas companies and sewerage and water undertakers

British Gas Holdings
British Telecom



British Thames
British Waterways
BT Cellnet
BT Group
Cable & Wireless
Eastern Electricity
Energis Communications
National Grid
North Surrey Water Company
Southern Electricity PLC
Thames Water Utilities Limited
Transco
Vodafone - Planning and Property Department

General Consultation Bodies

These are voluntary organisations whose activities benefit any part of the authority's area, together with bodies representing

- a) different racial, ethnic or national bodies in the authority's area**
- b) different religious groups in the authority's area**
- c) people with disabilities**
- d) business people**

Residents Associations, Tenants Associations, Conservation Panels and Local History Societies

Auriol Drive Residents Association
Botwell Ten. & Residents Assoc.
Bovis Residents Assoc. Group
Brearley Close Residents Association
Brook Green Residents Association
Canal Locks Conservation Panel
Chapel Lane Residents Association.
Chiltern View Residents Association
Cleave & Savoy Res. Assoc.
Cleveland Road Residents Association
Colham Green Road Res. Association.
Court Drive Householders Association.
Cowley Tenants and Residents Assn.
Crane Ward Residents
Cranford Cross Res. Assoc.
Croyde Avenue Residents
Dell Farm Residents Assoc.
Dene Road Residents Assoc.
Eastcote Park Estate Assoc.
Eastcote Residents Association
Eastcote Village Conservation
Ferndale Area Residents Association
Frayslea & Cowley Road Area
Friends of Hillingdon House
Gatehill (Northwood)
Gledwood Residents Assoc.
Grange Park Residents
Harefield History Society
Harefield Tenants & Res. Assoc.
Harefield Village Conservation
Harlington Village Res. Assoc.
Harmonds'th Village & Longford



Appendix B

Harmons'th & Sipson Res. Assoc.
Hayes and Harlington
Hayes Garden Village Res. Assoc.
Hayes Town Centre Residents
Hayes Village Conservation
Hercies Road Residents Association
Hill Road Residents
Hillingdon Allotment
Hillingdon and District Group
Hillingdon Court Park
Hillingdon Natural History Society
Hillingdon Village Con. Panel
Hillingdon Village Residents
Hobart Road Residents
Holloway Lane Residents Co. Ltd.
Home Farm Residents
Ickenham Conservation Area
Ickenham Residents Association
Lake View Estate Residents
Local History Society
Longford Residents' Association
Lych Gate Walk Tenants
Nestles Avenue Action Group
North Hayes Residents
North Hyde Road Res. Assoc.
North Uxbridge Residents Association.
Northwood Hills Residents
Northwood Residents
Oak Farm Residents Association
Old Uxbridge Conservation Panel
Pastures Mead Residents Association.
Field Heath Residents Assoc.
Robinwood Grove Residents Assoc.
Rodwell Close Residents Assoc.
Rose Park Residents Association
Ruislip Residents Association
Ruislip Village Conservation
Ruislip Woods Management
Ruislip, Northwood & Eastcote
South Ruislip Residents Assoc.
Springwell Res. & Con. Assoc.
St Laurence (Cowley) Residents
St Vincents Tenants & Residents Association
Stockley Residents Association
The Assoc. of the Residents of the Drive
The Avenue Residents Assoc.
The Drive Harefield Place (North)
The Greenway Conservation Area Panel
The Larches Residents Association
Townfield Residents Association
Tudor Way Residents Association.
Uxbridge Common Residents Association.
Uxbridge Moor Residents Association.
Vine Lane Residents Association.
Violet Avenue Ten. & Res. Assoc.
Waterloo Road Residents Association.
Waye Avenue Residents Assoc.



West Drayton Amenity Association.
West Drayton Garden City
West Drayton Green Con. Panel
West Drayton Local History Society
West Drayton Residents Association
Whitehall Residents Association.
Willow Tree Lane Area
Willows Residents Association
Wise Lane Residents Association
Yeading Residents Association
Yiewsley & W. Drayton Community

Heathrow Airport related organisations

BAA Heathrow
British Airways
CAA
General Aviation Awareness Council
Heathrow Airport Ltd

Black and Minority Ethnic Organisations

African Caribbean Society
Asian Cultural and Welfare Committee
Assoc. Of Jewish Ex- Servicemen & Women
Bangladeshi Association
Ekta Asian Womens Centre
Fiji Association
Gujarati Society
Hayes Sikh Society
Hillingdon Chinese School
Hillingdon Asian Womens Communication Service
Hillingdon Asian Womens Group
Hillingdon Greek School
Hillingdon Muslim Council
Hillingdon Somali Assoc
Hillingdon Somali Womens Group
Indian Cultural Services
Indian Friends Association
Islamic Education Society
Ramgharia Sikh Association
Ruislip Asian Elders Group
Ruislip Synagogue
Sikh Welfare Assoc Hillingdon
Somali Education And Cultural Society
The Muslim Community Centre

Chambers of Commerce/ Trade

Eastcote Chamber of Commerce
Hayes Chamber of Commerce
Hillingdon Chamber of Trade, Commerce & Industry
Northwood & Pinner Chamber of Trade
Ruislip Chamber of Commerce
Uxbridge & West Drayton Chamber of Trade & Commerce



Organisations providing community services

Barnhill Youth Club
Cranford's Women Project
Friends Families & Travellers
Hayes One Stop Shop
Hayes Town Chapel Youth Club
Health Promotion
Help Drop In Centre
Hillingdon Association of Voluntary Services (HAVS)
Hillingdon Cab
Hillingdon Carers
Hillingdon Churches Refugee Care
Jupiter House
Middlesex Young Peoples Clubs
Navigator Centre
Probation Service
Project 2041
RASH/FRAYS
Refugee Aid and Development
Thames Valley Hospice
Yeldall Homeless Project

Planning consultants, developers, constructors, architects, solicitors

100 organisations

Ecology, nature conservation and other environment organisations

Rocha UK
BAA Heathrow Airport Ltd+ West London Biodiversity Practitioners Group
BTCV
Friends Of The Earth
Glendale Countryside – British Airways
Harmondsworth Moor Country Park
Hertfordshire & Middlesex Badger Group
Herts & Middlesex Wildlife Trust
Hillingdon Natural History Society
Ruislip & District Natural History Society
Ruislip Woods Advisory Committee

Education organisations

Uxbridge College
Brunel University
HASH Representative
Hospitality Forum
NAHT Representative
Representative Primary Forum
Special Schools Representative

General Practitioners

All GP's in the borough

Other health care organisations

Hillingdon Health Authority
Harrow & Hillingdon Healthcare NHS Trust



Hillingdon Primary Care Trust
Hillingdon Health Authority
Hillingdon Hospital
Marian House Nursing Home
North Hillingdon Primary Care Group
Ruilslip & District NHS

Hillingdon Lifelong Learning Partnership

Hillingdon Local Strategic Partnership

Members:

BAA (Heathrow Airport Ltd)
Brunel University
Chimes Shopping Centre
Connecting Communities Forum
Disablement Association (DASH)
Groundwork Trust
Hillingdon Association of Voluntary Services (HAVS)
Hillingdon Chamber of Commerce
Hillingdon Council
Hillingdon Council Conservative Group
Hillingdon Council Labour Group
Hillingdon Council Lib-Dem Group
Hillingdon Fire Service
Hillingdon Hospital NHS Trust
Jobcentre Plus
Metropolitan Police
Older Peoples Forum
Pavilions Shopping Centre
Primary Care Trust
Uxbridge College
Uxbridge Town Centre Manager

Housing Associations

29 Housing Associations

Libraries

All libraries in the borough

Local Businesses

631 Individual businesses

Other Individuals and organisations

17 individuals and organisations in the consultation list not grouped by special interest.

Schools

All schools in the borough

Town centre related organisations

Uxbridge Town Centre Manager
The Hayes Town Partnership



Yiewsley & West Drayton Town Centre Action Plan
Uxbridge Initiative Steering Group
Yiewsley & West Drayton Town Centre

Transport related organisations

Arriva The Shires & Essex
Automobile Association
Brunel Bus Station
Chiltern Railways
First Ealing Buses
First London
First London Bus Lines
First Uxbridge Buses
Freight Transport Association
Heathrow Express
L T Buses (Network Development)
Licensed Taxi Drivers Association
London Underground - Metropolitan Line
London Underground - Picadilly Line
London Underground Central Line
London United Busways
Magpie Travel
Metroline
Owners Drivers Society
Red Rose Travel
Royal Automobile Club
Sovereign Ltd
Tellings - Golden Miller
Thames Trains
Thorpes
Uxbridge Buses
West London Buses & Coach Centre
Wings Coaches

Specific bodies within Hillingdon's database outside the Regulations requirements

Ancient Monuments Society
Babtie Group
Colne Valley Park Working Party
Commission for Racial Equality (CRE)
Council for British Archaeology
Council for the Protection of Rural England
Disablement Association (DASH)
Disability Rights Commission
Electoral Registration
Empty Homes Agency
English Heritage
Groundwork Thames Valley
Health & Safety Executive
Herts & Middx Wildlife Trust
Hillingdon Primary Care Trust
Home Builders Federation
House Builders Federation
London Ambulance Service
London Bus Services Ltd.
London Development Database (GLA)



London Fire Brigade
London Housing Board
London Transport Planning
London Underground Limited
London Waste Regulation Authority
London West Learning and Skills Council
London Wildlife Trust
Metropolitan Police
Ministry of Defence
Motorists' Liberation Front
Museum of London Archaeology
National Air Traffic Services
National Grid
National Playing Fields Association
Network Rail
North Surrey Water Company
North West Traffic Unit
Ofcom
Ofsted Early Years
Post Office Property Holdings
Ramblers Association
Royal Mail
Sport England
T R A G
The Garden History Society
The Georgian Group
The Green Belt Council
The Inland Waterways Assoc.
The Open Spaces Society
The Royal Commission on the
The Royal Parks
The Theatres Trust
The Victorian Society
Three Valley Water Services
Women's National Commission

Other Council departments

Borough Solicitor
Building Control
Chief Executive
Corporate Services
Crime Prevention Officer
Democratic Services
Education Service
Environmental Protection Unit
Estates and Valuations Office
Finance
Green Spaces Division
Highways
Housing Services
Leisure Services
Local Land Charges
London Canals Committee
Projects and Implementation
Parks & Cemeteries
Private Sector Housing



Appendix B

- Property Services
- Public Protection Services
- Social Services
- The Royal Parks
- Trees/ Landscape
- Urban Design/ Conservation

Please note, this list is not exhaustive and also relates to successor bodies where re-organisations occur. This list was last updated in October 2006.



Contact Details

This document was produced by:

**Policy and Environmental Planning Team
Planning and Community Services
London Borough of Hillingdon
Civic Centre
Uxbridge
UB8 1UW
www.hillingdon.gov.uk**

For planning policy enquiries:

Strategy Section	01895 277556
Strategy Section Fax	01895 277042
Email	ldfconsultation@hillingdon.gov.uk

For general planning advice and planning applications:

Development Control	01895 250400 / 250401
Major Applications	01895 250404
Urban Design & Conservation	01895 277937
Trees and Landscape	01895 277556
Crime Prevention	020 8246 1769
Development Control Fax	01895 277086

Translation service

If you require this or other Local Development Framework documents in large copy print, audio cassette, Braille or languages other than English, please ask an English speaker to phone 01895 250111 on your behalf.

Documents available from Hillingdon Council's website
www.hillingdon.gov.uk

Albanian

Ne se kerkoni kete apo dokumenta te tjera te Struktures se Zhvillimit Lokal te shtypura ne kopje te zmadhuara, audio kasete, Breil ose Shqip, ju lutem kerkojini nje shqipfolesi qe te telefonoje per ju ne numrin 01895 250111

Arabic

إذا كنت تحتاج الى هذه الوثيقة او الى وثائق اخرى لاطار التطوير المحلي مطبوع باحرف كبيرة او مسجل على كاسيت سمعي او بلغة برايل او باللغة العربية، رجاءً اطلب من شخص ما يتحدث الإنجليزية الاتصال بنا بالنيابة عنك على 01895 250111 .

Bengali

আপনি যদি এটি অথবা স্থানীয় উন্নয়নের কাঠামো সংক্রান্ত অন্য কোনো দলিল বড় আকারের ছাপা, অডিও ক্যাসেট, ব্রেইল অথবা বাংলায় পেতে চান, তাহলে ইংরেজী ভাষায় বন্ধা বলেন, এমন কাউকে দয়া করে আপনার পক্ষ থেকে 01895 250111 নম্বরে ফোন করতে অনুরোধ করুন।

Chinese

如果你需要這一份或其他當地拓展構架文件的
大字體印刷、錄音帶、盲人點字版或中文翻譯，請託一位會說英語的某人致電
01895 250111 替你提出這個要求。

Gujarati

જો તમને આ અથવા લોકલ ડિવેલોપમેન્ટ ફ્રેમવર્કના બીજા દસ્તાવેજો મોટા અક્ષરોમાં છાપેલા, ઓડિયો કેસેટ ઉપર, બ્રેઇલમાં કે ગુજરાતીમાં જોઈતા હોય, તો કોઈ અંગ્રેજી બોલતી વ્યક્તિને કહો કે તમારા વતી 01895 250111 પર ફોન કરે.

Hindi

अगर आप को यह या किसी और लोकल डिवेलपमेंट फ्रेमवर्क (स्थानीय परिणाम ढांचा) के दस्तावेज़ बड़े अक्षर में, आडिओ टेप, ब्रेल या अइलबेनिअन में चाहिए तो कृपया आप की तरफ से किसी से अंगरेज़ी भाषा में इस नंबर पर फोन करें

Punjabi

ਜੇ ਇਹ ਦਸਤਾਵੇਜ਼ ਜਾਂ ਲੋਕਲ ਡਿਵੈਲਪਮੈਂਟ ਫ੍ਰੇਮਵਰਕ ਬਾਰੇ ਕੋਈ ਹੋਰ ਦਸਤਾਵੇਜ਼ ਤੁਹਾਨੂੰ ਵੱਡੇ ਅੱਖਰਾਂ ਵਿਚ, ਸੁਣਨ ਵਾਲੀ ਟੇਪ 'ਤੇ, ਬ੍ਰੇਲ ਵਿਚ ਜਾਂ ਪੰਜਾਬੀ ਵਿਚ ਚਾਹੀਦੇ ਹਨ, ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਅੰਗਰੇਜ਼ੀ ਬੋਲਣ ਵਾਲੇ ਨੂੰ ਆਖੋ ਕਿ ਉਹ ਤੁਹਾਡੇ ਵਲੋਂ ਨੰਬਰ 01895 250111 'ਤੇ ਫੋਨ ਕਰੇ।

Tamil

நீங்கள் இதையோ அல்லது ஏனைய உள்ளூர் மேம்பாட்டு கட்டமைப்பு பத்திரங்களையோ, பெரிய எழுத்தில், ஒலிநாடாவில், ப்றையில் (குருடருக்கு) அல்லது தமிழில் பெற விரும்பினால் தயவுசெய்து உங்களுக்காக ஒரு ஆங்கிலம் பேசுபவரை 01895 25011 தொலைபேசியில் அழைக்குமாறு கேட்கவும்.

Somali

Haddii aad dooneysid macluumadkan ama kuwakale oo ah Local Development Framework fawaaweyn, maqal, qoraalka indhoolaha ama Somali, fadlan weydiiso qof yaqaan ingiriska oo kudira teleefonkan 01895 250111.

Urdu

اگر آپ یہ، یا لوکل ڈیولپمنٹ فریم ورک سے متعلق دوسری دستاویزات، الفاظ جلی میں، آڈیو کیسٹ پر، بریل کی صورت میں یا اردو زبان میں حاصل کرنا چاہتے ہیں تو براہ کرم کسی انگریزی بولنے والے سے کہئے کہ وہ 01895 250111 پر آپ کی جانب سے ٹیلیفون کریں۔