

Guildford Borough Council
Guildford Development Framework

Community engagement strategy

CONSULTATION STATEMENT

June 2011

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Introduction

The purpose of this consultation statement

This statement has been prepared by Guildford Borough Council to show the consultation that has been undertaken during the drafting of the Community engagement strategy.

- the names of any persons whom the Council and Local Strategic Partnership consulted in connection with the preparation of the document;
- how those persons were consulted;
- a summary of the main issues raised in those consultations; and
- how those issues have been addressed in the final document.

This is a record of the consultation undertaken during the preparation of the Community engagement strategy (CES).

The Community engagement strategy was prepared alongside the Community involvement in planning document, and consultation on both documents took place at the same time.

Initial consultation on the draft Community engagement strategy

Who was consulted?

Early stage consultation took place between 5 August to 30 September 2010 on the proposed contents of on both documents. This was in accordance with regulation 26 of the Town and Country Planning (Local Development) (England)(Amendment) Regulations 2008 and 2009. A copy of the email sent is attached at appendix 2

Specific

contacts were consulted via email. These included the environment agency, the house builders federation, the University of Surrey, Surrey County Council highways department, Campaign to Protect Rural England, Government Office of the South East, adjoining borough councils, all Guildford borough Parish Councils, South East Regional Assembly, South East regional Development Agency, selected residents associations and action groups, The Guildford Society, Guildford Environmental Forum, Open Spaces Society, Equalities Opportunities Commission, all Guildford borough councillors, all Local Strategic Partnership Board members, and Guildford Borough Council Chief Executive and Management Team members.

How were they consulted?

All those consulted at this early stage were sent an email on 5 August seeking early comments by 30 September 2010 (see appendix 2).

Two letters were received and the comments were taken into account whilst drafting the consultation versions of the documents.

Responses to the consultation on the initial proposed contents of the documents were received from:

- The Guildford Society
- Head of Environmental Health & Licensing Services

Key issues raised

- Ordinary working people should be included
- Right to speak at committees should be mentioned
- Differing communication needs should be addressed

Formal consultation on the draft Community Engagement Strategy

Following the initial consultation, an article was placed in About Guildford in January 2011 highlighting the forthcoming consultation documents (appendix 3) The draft CES and CIP documents were then made available for a formal twelve week consultation period. The consultation period ran from 9 March until 5pm 2 June 2011.

Who was consulted?

The Council consulted:

- each of the specific consultation bodies in accordance with part 23 of the Town and Country Planning Regulations, to comply with the requirements of consultation on the Community involvement in planning.
- general consultation bodies considered appropriate.

Please see appendix 1.

How they were consulted?

Consultees were informed that the draft documents (Community involvement in planning together with the Community engagement strategy) were available for comment via email or postcard (see appendix 4). The postcard and email explained how to view the document and make comments. In total 1298 consultation emails and 591 letters were sent.

The Council also made all information available on its website (see Appendices 5) with updates via twitter , posted on the Guildford Borough Council planning facebook page and some LSP partners promoted the consultation through their websites.

<http://www.surrey.ac.uk/>

<http://www.cofeguildford.org.uk/>

<http://www.surreyhealth.nhs.uk/Pages/default.aspx>

<http://www.tvha.co.uk/>

<http://www.royalsurrey.nhs.uk/>

<http://www.surreycc.gov.uk/>

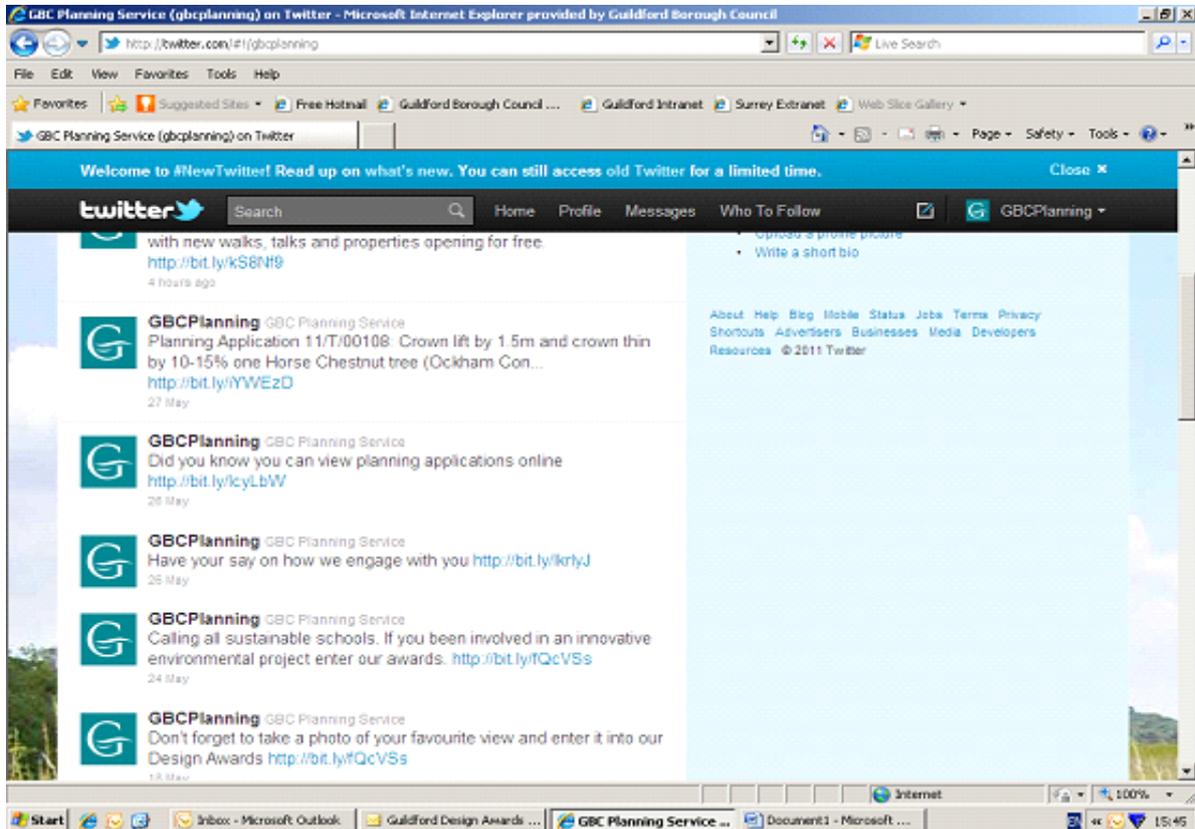
<http://www.guildford.gov.uk/article/496/Guildford-Business-Forum>

<http://www.guildford.gov.uk/home>

<http://www.surrey.police.uk/>

<http://www.fsb.org.uk/>

The consultation was advertised on the Councils planning twitter webpage.



In addition, copies of the documents and supporting documentation were made available in the Borough's libraries, at the Council Office main reception (see Appendix 8) and the Planning reception. Officers also presented an item on the draft Community engagement strategy and Community involvement in planning document to the Guildford Youth Group.

Key issues raised during the consultation

The Council received 13 responses to the consultation, the main key issues are set out below:

1. locate individuals who have something to say on an issue
2. consult on issues that can be influenced and that are meaningful to people
3. prioritise the important consultations that will really matter, and put less resources into those that don't
4. lack of clarity about whose document this is
5. a glossary of initials (e.g. LSP) right at the beginning would be helpful for the casual reader
6. the key to success is to ensure that communication is sustained and made relevant to all residents
7. interest in how the strategy will be implemented, managed and monitored.

All comments have been taken into account and the final document amended as appropriate. The Council's response to the comments received is attached in appendix 9.

APPENDICES

Appendix 1 - Those consulted on the draft Community Engagement Strategy

1st Horsley Scout Group
1st Jacobs Well Scout Group
1st Merrow Scout Group
1st Rydes Hill Scout Group
5th Guildford Scout Group
A2 Dominion
Abbotswood Resident Association Central Crescent
Abbotswood Residents Association
Abbotswood Women in Touch
Academy of Contemporary Music
Access Group - Guildford
ACE Surrey
Action for Links for Living (ALL)
Active Surrey
Affinity Sutton Homes Group
Age Concern Riverside
Age Concern Surrey
Ahmadiyya Muslim Association UK
Airwave Solutions Ltd
Albury Parish Council
Albury Trust
Alliance Planning
Allianz Insurance PLC
Ancient Monuments Society
Andy Trask Designs
Angus Farquhar
APA Planning Services Ltd
Architectural Heritage Fund
Arriva Southern Counties
Arriva Surrey and West Sussex
Arthur Waller Properties Ltd
Artington Parish Council
Artington Walk Residents Association
ASAP Architecture
Asda
Ash Action Group
Ash Citizens Advice Bureau
Ash Grange County Primary School
Ash Green Residents Association
Ash Library
Ash Manor School
Ash Parish Council
Ash Residents Action Group
Ashenden Residents Association
Ashill Developments
Ashurst & Lakeside Road Residents Association
Asian Muslim Elders Luncheon Club Woking
Astenbell Ltd
Astolat Bowling Club
Atisreal
Austen Road Surgery
B.P. Hydraulics Ltd
Bagnall Property Consulting
Bahai Community of Guildford
Bahai Women Association
Barclay Roe
Barlow Robbins Solicitors
Barnett Spooner
Barnwood Housing Co-operative Ltd
Barton Willmore
Basingstoke Canal Authority
Beaufield Homes
Beckbridge Limited
Beechcroft Drive Residents Association
Bell Cornwell
Bellfields Residents Association
Bellfields Youth & Community Centre
Bellway Homes
Belmont Preparatory School
Bewley Homes PLC
Biodiversity Working Group
Bircham Dyson Bell
Blackwater Valley Countryside Partnership
Blackwater Valley Enterprise Trust
Blackwater Valley Friends of the Earth
Blue Sky Planning Limited
BME/Asylum Seekers (Guildford Diocese)
Boughton Hall Avenue Residents Association
Bovis Homes Ltd
Boxgrove County Primary School
Boxgrove Park Neighbourhood Watch and Residents Assoc.
Boxgrove Park Residents Association
Boyer Planning Ltd
Bramley Parish Council

British Property Federation
 Broadway Malyan Planning
 Bryan Jezeph Consultancy
 Bryan Smith Associates
 BT Group plc
 Buglear Bate and Co
 Burpham Community Association
 Burpham Foundation Primary School
 Bushy Hill Community Centre
 Bushy Hill Junior School
 Bushy Hill Tenants Association
 Business Link Surrey
 BWEA
 Byfleet Parish Council
 CABE
 Caldecotte Consultants
 Camargue Ltd
 Care for Guildford
 Carter Jonas
 Carter Planning Ltd
 Casa Developments
 Castle Land and Development
 CEMEX UK Properties
 CGMS Consulting
 Chestnut Planning
 Chilworth C of E Infant School
 Chris Tennant Window Cleaning Service
 Christ Church
 Christ's College
 Church Lane Residents Association
 Church of England
 Cirrus Properties
 Citygrove
 Civic Trust
 Civil Aviation Authority
 Clandon C of E Infant School
 Clandon Regis Golf Club
 Clayton Drive Residents Association
 Cobham Conservation and Heritage Trust
 Cobham Way Road Fund
 Coinford Design and Build
 Colliers CRE
 Commission for Racial Equality
 Communique
 Compton Parish Council
 Compton Village Association
 Connect2U Disability Forum
 Connexions
 Council for British Archaeology
 Council for Romany and other Travellers
 Country Land and Business Association
 CPRE
 CPRE Surrey Branch and Guildford District
 Cranley Road Area Residents Association
 Cranmore School
 Crossroads
 Crown Estate Commissioners
 Crown Hall
 Custom Homes
 D & M Planning Partnership
 Daily Mail
 Dairy Crest Ltd
 David Lock Associates
 Davis Langdon
 Davis Planning
 DC Planning Ltd
 Deeprise Engineering Ltd
 DEFRA
 Department for Social Responsibility
 Department for Transport
 Department for Work and Pensions
 Dept Culture Media and Sport
 Derek Horne and Associates Ltd
 Design Analysis Partnership
 Dev Plan
 Development Plan Services
 Development Planning Partnership
 Dialogue
 Diocese of Arundel and Brighton
 Diocese of Guildford
 Disability Challengers
 DisCASS
 DMH Stallard
 Downsedge Residents Association
 Downside and Hatchford Village Hall
 DPDS Consulting Group
 DPDS Regional Ltd
 DPP
 Dr Hornett & Partners
 Dray Court

Drayton House School	Gardiner and Associates
Drivers Jonas	Gatwick Airport
DTZ Consulting	George Abbot School
DTZ Piedad Consulting	Gerald Eve
East Clandon Parish Council	Gerald Eve LLP
East Guildford Residents Association	Ginger Townplanning
East Horsley Parish Council	Girl Guiding Surrey West
EDF Energy	GL Hearn
Edwin Road Residents Association	Gleeson Homes Ltd
Effingham Parish Council	Gleeson Land
Effingham Residents and Ratepayers Association	Glenesk School
Elmbridge Borough Council	Goadsby and Harding Commercial
Elstead Parish Council	Godalming Town Council
Emmanuel Church	Godfrey Chappels Ltd
English Churches Housing Group	GoinGreen
English Heritage	Gosden House School
English Rural Housing Association	Government Office for the South East
Entec UK Ltd	Green Issues Communications
Environment Agency	Greencroft Residents Association
Epsom and Ewell Borough Council	Greenoak Housing Association
Equal Opportunities Commission	Gregory Gray Associates
Eugena Construction	Grenke Leasing Ltd
Explore Learning Ltd	Grove Heath North Residents Association
Fairlands Community Assoc.	Guide Dogs for the Blind
Fairlands, Liddington Hall and Gravetts Lane Community Assoc.	Guildford Access Group
Fairlands, Liddington Hall and Gravetts Lane Community Assoc.	Guildford Action
Fairview New Homes Limited	Guildford Allotment Society
Federation of Small Businesses	Guildford Anti-Incinerator Network
First Merrow Scout Group	Guildford Arts
First Wessex Housing Group	Guildford Assoc. of Voluntary Service & Voluntary Action SW Surrey
Firstplan	Guildford Baptist Church
Footsteps	Guildford Boat House
Footsteps Registered Charity	Guildford Borough Council
Forestry Commission England	Guildford Bowling Club
Frank Taylor Planning	Guildford Business Forum
Freight Transport Association	Guildford Cathedral Church of the Holy Spirit
Friary House Residents' Association	Guildford Centre for the Blind
Friary Ward Residents Association	Guildford Chamber of Commerce
Friends, Families and Travellers	Guildford Citizens Advice Bureau
Furze Hill Residents Association	Guildford City Football Club
Fusion Online Limited	Guildford Club for the Disabled
G4 Residents Association	Guildford College
GACC	Guildford Community Church
	Guildford Community Family Trust
	Guildford Community Mediation Service

Guildford Connexions	Holmbury Developments Ltd
Guildford County School	Holmwood Close Residents Association
Guildford Cycle Group	Holy Trinity (Guildford) Housing Association Ltd
Guildford Divisional Police	Holy Trinity Amenity Group
Guildford East Scout District	Holy Trinity Church
Guildford Environmental Forum	Holy Trinity Junior School
Guildford Freiburg Association	Home Builders Federation
Guildford Golf Club	Home Group Housing Association Ltd
Guildford Grove Primary School	Home-Start Guildford
Guildford High School for Girls	Hope, Guildford
Guildford Institute	Horsley Countryside Preservation Society
Guildford Interiors	Horsley Library
Guildford Jewish Community	House of Christian
Guildford Labour Party	Howard Hutton & Associates
Guildford Library	Howard of Effingham School
Guildford Lions Club	Hungarian Cultural Group Guildford
Guildford Mental Consortium	Hyder Consulting
Guildford Methodist Church	Iceni Projects Limited
Guildford Phone Mast Campaign	Independent Freelance
Guildford Poyle Charities	Inland Waterways Association
Guildford Quaker Meeting	Insight Town Planning Limited
Guildford Rugby Club	IWA Guildford & Reading Branch
Guildford Scout Council	Jacobs Well Residents Association
Guildford Society (planning)	JDC
Guildford Sunset Homes	Jencar Engineering
Guildford United Reformed Church	Jobcentre Plus
Guildford YMCA	John Cooper Associates
Guildford Youth Council	John Moore Trust
Guildfordians Rugby Club	Jones Day
GVA Grimley Ltd	Jones LL
H.C. Webb Estates Ltd	JPC Consultants
Hallam Land Management Limited	Kalon Biological Ltd
Hampshire County Council	King Sturge LLP
Headway Surrey	Kings College for the Arts & Technology
Health & Safety Executive	Knightsbridge Property Development Corporation
Heathrow Airport	Lacey Simmons Ltd
Henry Dolan & Associates Communications Consultant	Laing Homes South West Thames
Heritage Property Services	Lambert Smith Hampton
Highways Agency	Lanesborough Prep School
Hillier Almshouses	Lawn Tennis Association
Hives Planning	Leena
HM Revenue and Customs	Leith Planning
Hodgson Lunn and Co Architects	Levvel Consulting Ltd
Hogs Back Residents Association	Llanaway Investments
Holly Lodge County Primary School	

Loates-Taylor Shannon Architects
 Lockwood Day Centre
 London and Hampton Developments
 London and Quadrant Housing Trust
 Lot Oriel
 Lynx Hill Residents Association
 M J Gleeson
 Maddox and Associates
 Mansard Country Homes
 Marks and Spencer
 Markwell and Markwell
 Martineau
 Mayer Brown
 McCloskey and Bingham
 Med Hi Tec and Thoughtful Products Ltd.
 Member of Parliament for Guildford
 Merrow C of E Infant School
 Merrow Cricket Club
 Merrow Methodist Church
 Merrow Residents Association
 Merrow Residents Association
 Merrow Village Club and Hall
 MGA
 Michael Cox Associates
 Michael Shanly Homes
 Mill Lane Residents Association
 Millgate Homes
 Millmead Court
 Ministry of Defence
 Mitchell Evans Partnership
 Moat
 Mobile Operators Association Ltd
 Mole Valley District Council
 Mono Consultants Ltd
 Montagu Evans LLP
 Mott MacDonald
 Mount Alvernia Hospital
 Mount Green H A
 Mount Green Housing Association
 Multiple Sclerosis Society - Guildford and District Branch
 MVA Consultancy
 Nathaniel Lichfield & Partners
 Nathaniel Lichfield and partners
 National Federation of Housing Associations
 National Gardens Scheme Charitable Trust
 National Grid
 National Trust
 Natural England
 Nepalese Society and other ASP groups
 Network Rail
 New Earth Solutions
 New Inn Surgery
 Newark Lane Residents Association
 Newman Davis & Company
 NewSmith Asset Management LLP
 NFU South East Region
 No. 5 Chambers
 Normandy Parish Council
 Normandy United Reformed Church
 Norrels Drive Association
 North Place Day Centre
 North Street Stallholders Association
 North West Surrey Association of Disabled People
 Northmead Junior School
 Northumberland Estates
 Oak Grange Road Association
 Ockham and Hatchford Residents Association
 Ockham Parish Council
 Onslow County Infant School
 Onslow Village Residents Association
 Open Spaces Society
 Openreach newsites
 Outdoor Advertising Consultants
 Outline
 Pakistan Muslim Welfare Association
 Pannell Kerr Forster
 Park Barn and Westborough Community Association
 Park Barn Centre
 Park Barn Residents Association
 Park Barn/Westborough Community Forum
 Parsons Brinckerhoff
 Parsons Brinckerhoff Ltd
 Partners of Loseley Park
 Paul Dickinson and Associates
 Paul Newman Property Consultant
 Pavillion Housing Association
 Peacock and Smith
 Peaslake Community Council

Peaslake School
 Peaslake Surgery and Dispensary
 Pennymead Drive Residents Association
 Perry Hill Ward Residents Association
 Persimmon Homes South East
 Peter Pendleton & Associates Ltd
 Pewley Down Infant School
 P-Fava.Consulting
 Philippine Association of Surrey UK
 Phillip Sears Designs
 Phillips Planning Services Ltd.
 Pine Walk Residents Association
 Pirbright Laboratory Residents Association
 Pirbright Parish Council
 Pirbright Village Primary School
 Planning Issues
 Planning Magazine
 Planning Perspectives
 Planning Potential
 Police Station
 Pond Meadow Special School
 Priors Field School
 Property and Transport Group (GBF)
 Puttenham & Wanborough Residents Assoc.
 Puttenham and Wanborough Housing
 Society Ltd
 Puttenham Church of England Infant School
 Puttenham Golf Club Ltd
 Puttenham Parish Council
 Qinetiq Ltd
 Queen Eleanor's C of E Junior School
 Queen Elizabeth Park Residents
 Association
 Quod Planning
 R.N.Buddery F.R.I.C.S.
 Radian
 Raglan Housing Association
 Ramblers Association
 Rapleys LLP
 Reigate and Banstead Borough Council
 Rentwood Resource Centre
 Ridgemount Residents Association
 Ripley C of E Infant School
 Ripley Carriage Ltd
 Ripley Court Educational Trust
 Ripley Parish Council
 Rookwood Residents Association
 Roseacre Gardens Residents Assoc.
 Rosebery Housing Association
 Rosemary Crescent Residents Association
 Rosemary Simmons Memorial Housing
 Association
 Royal Automobile Club
 Royal Borough of Kensington + Chelsea
 Royal Grammar School
 Royal Horticultural Society
 Royal Surrey County Hospital
 RPS - Planning, Transport & Environment
 RPS Plc
 RSCH
 RSPB South East Office
 RT Design
 Rushmoor Borough Council
 Rydes Hill Convent Prep School
 Safeguard Coaches Ltd
 Sakura
 Sallie Hair and Beauty
 Salvation Army
 Sandfield County Primary School
 Sanofi Aventis
 Sapphire Asset Management
 Save the Children UK
 SCC Adult Services
 SCC Youth Development Service
 Scott Brownrigg
 Scott Brownrigg Limited
 Scott Wilson
 Seale And Sands Parish Council
 Seale, Sands & Runfold Amenity Society
 Send C of E Infant School
 Send Parish Church
 Seven Signs
 Seymour Estate Agents
 Shackleford Parish Council
 Shah Jahan Mosque
 Shalford Conservation Society
 Shalford Infant School
 Shalford Parish Council
 Shawfield County Primary School
 Shawfield Day Centre
 Shelter
 Shepherds Hill Residents Association

Shere and Peaslake Scout Group
 Shere C of E Infant School
 Shere Parish Council
 Shere Surgery & Dispensary
 SHIFA
 Showmans Guild of Great Britain LHC Region
 Simmons & Sons
 SITA
 SITEC
 SMPAC
 Snaky Lane Community Wildlife Group
 Social and Recreational Project
 South East Coast Ambulance Service
 South East Planning Aid
 South East Water
 South West Community Support Services Lockwood
 South West Surrey Assoc. for Mental Health
 South West Surrey Secondary Short Stay School
 Southern Water
 Spelthorne Borough Council Planning and Housing Strategy
 Sport England
 Sport Guildford
 Sports Council South East Region
 St Bede's C of E Junior School
 St Catherine's School
 St Catherine's Village Association
 St Clare's Church
 St John the Evangelists Church
 St John's Ambulance County HQ Brigade
 St John's Seminary
 St Joseph's RC Junior School
 St Lawrence County Primary School
 St Lukes Surgery
 St Martha Parish Council
 St Martin's Court
 St Mary's C of E Infant School
 St Nicolas C of E Infant School
 St Nicolas Surgery
 St Peter's Catholic Comprehensive School
 St Peter's Shared Church
 St Pius Catholic Church
 St Saviours Church & Centre
 St Teresa's Prep School
 St Thomas of Canterbury Catholic Primary School
 Stamford Associates Limited
 Steer Davies Gleave
 Stevens and Bolton
 Stockton Road Residents Association
 Stoke Residents Area Neighbourhood Watch
 Stonebridge Action Group
 Stoughton Action Group
 Stoughton Community Association
 Stoughton Infant School
 Strategic Planning Advice Ltd
 Strutt and Parker
 Support to Moldovan Investment and Export Promotion Organisation
 Surrey and Borders Partnership NHS Trust
 Surrey Advertiser Ltd
 Surrey Amphibian and Reptile Group
 Surrey Archeological Society
 Surrey Association for Visually Impaired
 Surrey Badger Protection Society
 Surrey Chambers of Commerce
 Surrey Community Action
 Surrey Community Development Trust
 Surrey Community Development Trust
 Surrey Community Foundation
 Surrey Council for Voluntary Youth Services
 Surrey Countryside Access Forum
 Surrey Countryside Access Forum
 Surrey County Agricultural Society
 Surrey County Council Adult and Community Learning
 Surrey County Playing Fields Association
 Surrey Economic Partnership
 Surrey Education Business Partnership
 Surrey Farming and Wildlife Advisory Group
 Surrey Federation of W.I's
 Surrey Fire and Rescue Service HQ
 Surrey Gardens (East Horsley) Ltd
 Surrey Heath Borough Council
 Surrey Heathland Project
 Surrey Hills AONB Office
 Surrey PCT
 Surrey Police

Surrey Primary Care Trust
 Surrey Scouts
 Surrey Traveller Community Relations Forum
 Surrey Wildlife Trust
 Surrey Young Farmers Clubs
 Surrey Youth and Adult Education Service
 Surrey Youth Service
 Sutton and East Surrey Water Company
 SWT Countryside Services Ltd
 Tandridge District Council
 Taylor Wimpey plc
 Taylor Wimpey Strategic Land
 Terence O'Rourke Ltd
 Tetlow King Planning
 Thai Terrace Restaurant
 Thames Valley Housing Association
 Thames Water Development Control
 Thames Water Property Services
 The Barry Jackson Practice
 The Bat Conservation Trust
 The Clandon Society
 The Coal Authority
 The College of Law
 The Crown Estate
 The Development Planning Partnership
 The Fairlands Practice
 The Friary
 The Georgian Group
 The Glass and Knob Connection
 The Good Intent Public House
 The Guildford Society
 The Gypsy Council
 The Herpetological Conservation Trust
 The House of Commons
 The Housing Corporation
 The Learning Corporation LLP
 The Lifetrain Trust
 The National Trust
 The Peace Party
 The Planning Bureau Limited
 The Planning Inspectorate
 The Raleigh School
 The Ripley Society
 The Rotary Club of Guildford District
 The Shah Jahan Mosque
 The Surrey and Hampshire Canal Society
 The Theatres Trust
 The Trustee's of the Tyman Pension Scheme
 The Twentieth Century Society
 The University of The Third Age
 The Victorian Society
 The Willows
 The Woodland Trust
 Three Valleys Water
 Tibbalds Planning & Urban Design
 Tillingbourne Junior School
 Tilthams Green Residents Association
 T-Mobile
 Tongham Parish Council
 Tormead School
 Tourism South East
 Town Centre Management Group
 Tribal MJP
 Trustees of the Rundle Brendon Will Trust
 Tyting Society
 UK Association of Preservation Trusts
 UNICHEM LTD
 Unisport
 University of Surrey
 Vail Williams
 Vincent Knight
 Voluntary Action South West Surrey
 WAAG
 Waitrose
 Waldon Telecom Ltd
 Wanborough Parish Council
 Wanborough Parish Council
 WASHA
 Waverley Borough Council
 West Clandon Parish Council
 West End Parish Council
 West Horsley Parish Council
 West Retford Hotel Limited
 West Send Neighbour Group
 West Surrey Divisional Commander
 West Surrey Society
 West Waddy ADP
 Westborough and District Residents Organisation
 Westborough Allotments Self Help

Association
 Westborough, Broadacres & District Residents Assoc.
 Westfield (Friary Centre)
 Weston Lea Residents Association
 Wey & Arun Canal Trust
 Wey House School
 Wey Valley Indoor Bowling Club
 Weyfield Residents Association
 Weymount Neighbourhood Group
 White and Sons
 White Young Green
 White Young Green Planning
 Whitmoor Common Association
 Wildbrook Properties Ltd
 Williams Brothers
 Williams Property Management
 Wodeland Avenue Action Group
 Woking Borough Council
 Wonersh Parish Council
 Wonersh Surgery
 Wood Street (St Alban's) Scout Group
 Wood Street County Infant School
 Wood Street Residents Association
 Woodlands Park Residents Association
 Woolf Bond Planning
 Worplesdon County Primary School
 Worplesdon Parish Council
 Worplesdon Park and Ride Action Group
 Wotton Parish Council
 WS Planning
 Wyke Primary School
 YMCA
 Zinchome Limited

Guildford Borough Council internal contacts:

- Access Officer
- Assistant Parking Manager
- Bereavement Services Manager
- Building Control Manager
- Business Rates and Systems Manager
- Business Services Manager
- Cash Office and Payments Manager
- Central Support Team Leader
- Communications Officer

- Community Safety Warden Supervisor
- Community Services Manager
- Council Tax Manager
- Customer Services and Marketing Officer
- Development Control Manager
- General Manager
- Guildford Philharmonic
- Head of Community Care Services
- Head of Environmental Health and Licensing Services
- Head of Human Resources
- Head of Parks and Countryside Services
- Housing Needs and Advice Officer
- Human Resources Partners
- Leisure Strategy and Development
- Licensing Services Manager
- Mobile Works Manager
- Neighbourhood and Community Safety Officer
- On-Street Parking Coordinator
- Parks Development Manager
- Payroll and Insurance Manager
- Payroll and Insurance Manager
- Planning Policy Manager
- Principal Accountant
- Principal Conveyancing Solicitor
- Principal Development Control Officers
- Principal Environmental Health Officer
- Principal Planning Enforcement Officer
- Private Sector Services Manager
- Recycling Officer
- Rehousing and Information Manager
- Resident Involvement Manager
- Senior Ranger
- Tenant Services Team Leader
- Town Centre Officer
- Trees and Countryside Manager
- Web Programme Manager

Appendix 2 – Email sent to consultees

5th August 2010

Dear Consultee

Get involved and have your say

Everyone should have the opportunity to get involved and have their say in local issues that affect or interest them. To help make this happen, we are preparing a community engagement strategy. Before we do this we'd like to hear how you would like to be involved.

Tell us what you think

We would like your feedback on what we are proposing to include in the strategy and we would also like to hear your views on the following questions:

- Do you agree with what we propose to include in the strategy? (see below)
- What else do you think should be included in the Community Engagement Strategy?
- How do you like to be consulted or get involved? What works well for you and what does not work so well? (For example public meetings, telephone or postal surveys, focus groups, workshops).
- Would you like to be more involved in influencing how services are run and if so, how?
- How can we encourage everyone in your local area to have their say? For example young people, older people or other groups in the community.

What is a community engagement strategy?

The community engagement strategy will guide us and our partners (including the county council, police and health service) on how we involve and consult our communities, interested people and organisations about the many services we all provide.

As part of the strategy we will set out how we will involve the community and other interested individuals and groups as we prepare planning policies and guidance, and when we consider planning applications in Guildford Borough. This is called the Statement of Community Involvement. (Please note that certain matters, for example, the time given to respond to planning consultations, are set by national legislation and can not be changed.)

What will it look like?

The community engagement strategy could consist of the following sections:

- **Visions and values** – our commitment to involving you
- **Involving you** – standards, types of community engagement, how decisions are made, how to reach everybody
- **Additional information** – including an updated Planning Statement of Community Involvement

The views of the community are valuable. To benefit from your local knowledge we need a clear approach on how everyone working and living in the borough can get involved.

Please contact us:

 **Write to us at:**
Planning Policy
Guildford Borough Council
Millmead House
Guildford
Surrey
GU2 4BB

 **Email us at:**
planningpolicy@guildford.gov.uk

 **Online at:**
www.guildford.gov.uk/ces

 If you have any queries
please contact us on **01483 444471**

Closing Date: 22 September 2010

You can see the current planning Statement of Community Involvement at <http://www.guildford.gov.uk/index.aspx?articleid=3980>

You can find more details on our partners in the Local Strategic Partnership at <http://www.guildford.gov.uk/index.aspx?articleid=638>

Next steps

We will draft the strategy and consult you again later in the year.

If you have any questions please get in touch using the above contact details.

Yours sincerely

Kate Lines
Senior Planner

Planning Policy

Heroes welcome here

Heroes are welcome in Guildford - that's the message from local businesses as the Heroes Welcome scheme is officially launched in the borough.

The national scheme, designed to show support for British Services personnel, offers discounts, upgrades and special acknowledgment at participating local businesses.

Mayor of Guildford, Cllr Marsha Moseley officially launched the Heroes Welcome scheme in November. She says: "I am delighted to launch Heroes Welcome in Guildford. The borough has a strong military tradition and I hope that many local businesses will recognise and support this fantastic scheme."

Service personnel can easily identify participating businesses who will display a Heroes Welcome in Guildford logo. The scheme aims to provide a heroes welcome to the men and women of the British armed forces (including reserved forces) and veterans on production of an identification card.



Mayor of Guildford, Cllr Marsha Moseley officially launched the Heroes Welcome scheme in Guildford

John Senior, national co-ordinator of Heroes Welcome attended the launch event to talk to local businesses about the success of the scheme. The event was sponsored by The County Club.

For further information or to sign up your business please contact Kate Walton, Civic Secretary at Guildford Borough Council on 01483 444031 or email kate.walton@guildford.gov.uk

Have your say on equalities

We are looking for local people and organisations to help us develop our equality and diversity work.

We want to improve our relationship with representatives of local support groups and individuals who can tell us what they need from public services, and how they think these services should be provided.

In 2009, we tested this approach when we contacted a group of local organisations to ask for their comments on our Single Equality Scheme. Now, we would like your feedback on other equalities issues.

If you would like to get involved, call Richard Wood on 01483 444012 or email richard.wood@guildford.gov.uk

Temporary closure of Gallery and Tourist Information Centre

Guildford House Gallery will be closed for approximately three weeks in February for renovation and alteration work.

Guildford Tourist Information Centre is also set to be closed for a short period at the end of February to allow the team to move to their new location at Guildford House Gallery. All tourism services will still be available online and by telephone.

For more information on the temporary closures, visit www.guildford.gov.uk, call 01483 44433 for Tourist Information Centre enquiries, or 01483 ?????? for information on Guildford House Gallery.



How would you like to get involved?

Everyone should have the opportunity to get involved and have their say on local issues that affect or interest them. To help you to do this, we are preparing a community engagement strategy which will provide a clear approach on how everyone working and living in the borough can get involved.

What is a community engagement strategy?

Our community engagement strategy will influence and guide us and our partners (including the county council, police and health service) on how we involve and consult our communities, interested people and organisations about the many services we provide.

Part of the strategy will set out how we will involve interested individuals and groups as we prepare planning policies and guidance, and when we consider planning applications in the borough. This section will be called Community Involvement in Planning.

For more information on our community engagement strategy and to see the draft document, visit www.guildford.gov.uk/ces You can find more details on our partners in the Local Strategic Partnership at www.guildford.gov.uk/lsp

Tell us what you think
Your views are important to us. We would like your feedback on the draft strategy and will be running a

consultation in early 2011. We will be asking you:

- If you agree with what we propose to include in the strategy
 - What else you think should be included in the community engagement strategy
 - How you prefer to be consulted and involved. What works well for you and what does not work so well
 - If you would you like to be more involved in running local services or facilities and if so how
 - How can we encourage everyone in your local area to have their say?
- For more information email planningpolicy@guildford.gov.uk or call 01483 444471.



Councillor Tony Rooth, Leader of the Council

Challenges ahead but it's not all gloom

When you read this edition, the Coalition Government should have told us how much grant funding we will receive for the next few years.

The Government clearly faces severe financial constraints and doubtless the same will apply to us when putting together our 2011/12 budget to deliver (and pay for) our services to you. Our services include refuse and recycling, street cleaning, planning, community care, housing, car parks and leisure.

What do others think of Guildford Borough Council?

Councillors may think they are doing a good job but we are not perfect and it is important to us (and you) what others think and say.

We are grateful, although certainly not complacent, that almost 75% of our residents are satisfied with the way Guildford Borough Council runs things (Citizens Panel???)

We should all be interested in independent assessments of what the Council does. The Audit Commission's latest report on the Council's value for money achievement says:

"The Council responded promptly to the economic downturn, identifying and realising efficiency savings and maintaining financial balance."

As for the future, the report says that the Government's proposed 28% reductions in funding up to 2014/15 will have a significant impact on the Council's plans. The report continues:

"This (funding reduction) may require the Council to make difficult decisions about what services it provides and how it provides them. Savings on this scale may require changes to models of service delivery if service delivery is to be maintained."

The Audit Commission concludes:

"Councillors will need to manage conflicting pressures, maintaining and developing services at the same time as maintaining the Council's good record of managing its financial position."

Clearly, the next few years will present significant challenges. However, we should not only contemplate 'doom and gloom'. Guildford still has the autumn opening of our new entertainment venue and its wide programme of entertainment to look forward to and lift your spirits this year!

Tony Rooth

For information on Guildford's new venue visit www.guildford.gov.uk/entertainmentvenue



Appendix 4 Email sent to consultees for 12 week public consultation.

Community Involvement consultation 10 March to 2 June 2011

We invite your comments on two new consultation documents.

- The [Community Engagement Strategy](#) explains how and when the Local Strategic Partnership (including Guildford Borough Council, the police and health service) will engage with you.
- The [Community Involvement in Planning](#) sets out how and when you can get involved in planning policy and decisions in your area.

The consultation period runs from **Thursday 10 March to 5pm on Thursday 2 June 2011.**

For more information see the attached card and you visit our [website](#)

You can submit comments online at [Community Engagement Strategy consultation form](#) / [Community Involvement in Planning consultation form](#) or by email to planningpolicy@guildford.gov.uk. The documents are available to view in local libraries and at the Council's [planning helpdesk](#), Millmead, Guildford. If you wish to be notified of the future adoption of these documents, please state this in your response.

You have received this email because you have responded to a consultation in the past or have requested to be on our mailing list for updates on the Guildford Development Framework (GDF). If you no longer wish to receive information or notification of consultations about the GDF, please let us know by return email.

More information about the [Guildford Development Framework](#) is available from our website.

If you have any questions, please contact us.

Kind regards

Tracey Haskins
Planning Policy Manager
Guildford Borough Council
Phone: 01483 444471
Email: planningpolicy@guildford.gov.uk

Appendix 5 – Postcard sent to consultees without an email address

Have your say...

The Local Strategic Partnership (including Guildford Borough Council, the police and health service) has drafted a community engagement strategy setting out how and when we will engage with you. At the same time the Council has also drafted a community involvement in planning document setting out how and when you can get involved in planning policy and decisions in your area. We'd love to know what you think.

Get in touch and let us know by 2 June 2011 at:

Planning Services
Guildford Borough Council
Millmead House
Millmead
Guildford
GU2 4BB
email: planningpolicy@guildford.gov.uk
call: 01483 444471

See the draft consultation documents at Guildford Borough Council's planning reception, and Guildford, East Horsley and Ash libraries (please check opening times) or view online at www.guildford.gov.uk/ces.



Get in touch and let us know by 2 June 2011

Appendix 6 – The Council’s Local Development Framework page with link to the consultation

Local Development Framework : Guildford Borough Council

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- Planning FAQs
- Useful contacts
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- Section 106 planning obligations
- Charges for documents and research - Planning Services
- Planning Aid Service
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- Pre-application advice
- Local Development Framework

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Local Development Framework

- > [A Guide to the Guildford Development Framework](#)
- > [Community Engagement Strategy and Community Involvement in Planning](#)
- > [Core Strategy](#)
- > [Evidence Base and Statistical Information](#)
- > [Guildford Development Framework](#)
- > [Local Development Scheme](#)
- > [Previous Guildford Development Framework Consultations](#)
- > [Sign up to the GDF consultation mailing list](#)
- > [Site Allocations](#)
- > [Site Allocations Site Proformas](#)
- > [Site Allocations Ward Maps](#)
- > [Statement of Community Involvement](#)
- > [Supplementary Planning Documents \(SPD\)](#)
- > [Sustainability Appraisal](#)
- > [Town Centre Area Action Plan \(TCAAP\)](#)
- > [Who needs housing?](#)

Contact us

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Planning Services
Guildford Borough Council
Millmead House
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Guildford
GU2 4BB
United Kingdom

Telephone: 44 01483 444471
Email: planningpolicy@guildford.gov.uk
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<http://www.guildford.gov.uk/ldf13/06/2011> 13:55:24]

Appendix 7 – The draft Community engagement strategy and Community involvement in planning consultation webpage

Community Engagement Strategy and Community Involvement in Planning : Guildford Borough Council

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- [Site Allocations Site Proformas](#)
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- [Statement of Community Involvement](#)
- [Sustainability Appraisal](#)
- [Town Centre Area Action Plan \(TCAAP\)](#)
- [Sign up to the GDF consultation mailing list](#)
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- [Who needs housing?](#)
- [Supplementary Planning Documents \(SPD\)](#)
- [Report, pay, apply](#)

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Community Engagement Strategy and Community Involvement in Planning

Get involved and have your say

It's important for everyone to have the opportunity to get involved and have their say in local issues that affect or interest them.

To help make this happen, we have drafted a community engagement strategy setting out how everyone working and living in the borough can get involved. We have also drafted a document on community involvement in planning, setting out how and when you can get involved in planning policy and decisions in your area.

What is a community engagement strategy?

The community engagement strategy will guide us and our partners (including the county council, police and health service) on how we engage with our communities, interested people and organisations in the many services we all provide.

What is community involvement in planning?

This document sets out how we will involve the community and other interested individuals and groups as we prepare planning policies and guidance and when we consider planning applications in Guildford Borough.

Tell us what you think

Get in touch and let us know what you think of the draft documents by 2 June 2011. You can submit comments on our online forms, which you can find under the related pages section on this page, or to our contact details below.

You can see the draft consultation documents at Guildford Borough Council's planning reception, at local parish council offices and Guildford, East Horsley and Ash libraries (please check opening times) or view online below:

- [Community Engagement Strategy \[1019kb\]](#)
To submit comments please use our [Community Engagement Strategy consultation form](#)
- [Equality Impact Assessment - Community Engagement Strategy \[50kb\]](#)
- [Community Involvement in Planning \(CIP\) \[1Mb\]](#)
To submit comments please use our [Community Involvement in Planning consultation form](#)
- [Equality Impact Assessment - Community Involvement in Planning \[48kb\]](#)
- [CIP Consultation Summary \[63kb\]](#)

You can find more details on our partners in the Local Strategic Partnership under 'related pages' to the right of this page.

Next steps

We will review all comments received, amend the documents where we can and publish the final documents later this year.

You may like

- [Housing](#)
- [Council housing](#)
- [Guildford Design Awards](#)
- [E](#)
- [Search](#)

Related pages

- [Statement of Community Involvement](#)
- [Guildford Local Strategic Partnership](#)
- [Community Engagement Strategy consultation form](#)
- [Community Involvement in Planning consultation form](#)

[http://www.guildford.gov.uk/ces\[09/06/2011 14:04:39\]](http://www.guildford.gov.uk/ces[09/06/2011 14:04:39])



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Community Engagement Strategy consultation form

Name

Organisation (if applicable)

Address

Postcode

Email address

Comments (if applicable please refer to page/paragraph numbers in your comments)*

Do you wish to be notified of the future adoption of this document? (contact details required)

You may like

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- [Community alarm services](#)
- [Payments](#)
- [Housing](#)
- [Parish Council database](#)

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Last updated: 10 March 2011 09:53 AM



Appendix 8 – Document advertised and made available in the main reception of the Council Office



Appendix 9 – Consultation Responses

Comments received on the Community Engagement Strategy and the Responses / Recommendations

Organisation	Summarised comments on the Community Engagement Strategy	Response / Recommendation
Interested individual	<p>Paper is good, although text sounds like many I have seen written by consultants! So how will it work in practice? The main issue is locating individuals who have something constructive to say on a particular topic, and then giving them the opportunity to discuss it. Not everyone is 'e' orientated. How about combining it with improving the NW scheme. NW meetings could then be held for locals to air their views in a forum they feel comfortable with. Double use is improved local communities...providing there is an excellent Chairman who can keep discussion constructive and not acrimonious, and provide accurate feedback to the council.</p> <p>Anne Milton is an excellent MP. We are very lucky to have someone prepared to be involved in personal issues as well as 'the bigger picture'.</p>	<p>Thankyou for taking the time to respond.</p> <p>The document has been amended to reflect your comments, and neighbourhood watch groups have been added.</p> <p>*NW = Neighbourhood Watch</p>
Guildford Borough Resident	<p>Since I received your email advising me of the the above drafts, I have read them in the Horsley Library. Although I feel that they are rather over lengthy, I have no problem with their content.</p> <p>I look forward to seeing individual consultations.</p>	<p>Thank-you for your comments. We will consider the length of the documents. One possibility to reduce the length of the Community involvement in planning document is to add a link to glossary.</p>
Planning Officer, Gypsy Liaison Group	<p>Gypsy and Traveller people have been consulted A LOT recently and there is frustration that questions are asked but nothing is ever done so make sure you are consulting on issues that can be</p>	<p>Thank-you for your comments and in particular the attached link. We have updated our consultation database</p>

	<p>influenced and that are meaningful to people. Prioritise the important consultations that will really matter, and put less resources into those that don't.</p> <p>There are often issues surrounding literacy, so don't rely on written consultations, and don't always expect to get written responses to consultation exercises that you carry out - you might need to think of alternative ways of collating views, or get a community representative to work with you to get opinions down in writing if regulations require written responses.</p> <p>It takes time to build up trust with people, so ask people who already have that trust if they are willing to undertake or plan consultation with you - for example Traveller Education Officers, Gypsy/Traveller Liaison Officers, Health Visitors. This link might have some useful contacts for you: http://www.sabp.nhs.uk/aboutus/diversity-inclusion/Gypsies%20%20Travellers%20Information%20Pack.pdf</p>	<p>with the relevant contact details.</p> <p>We have taken on board your comments regarding over-consulting people and targeting consultation, using community representatives and offering alternatives to written responses and amended the document to reflect this.</p>
<p>Interested individual</p>	<p>Further to your draft document I would make the following comments: reference the above document. Your system crashed 95% of the way through my comments.... "Is this how all local consultations will take place?" Frustrate the commentator such that he gives up!</p> <p>Please be aware the web document http://www.guildford.gov.uk/article/7913/Community-Engagement-Strategy-consultation-form on the GBC web site is unstable</p> <p>Emailed responses will save the frustration of typing in a small "box not fit for purpose" with no way of spell checking and no</p>	<p>Appologies for the difficulties you experienced whilst commenting on the Community engagement strategy.</p> <p>I have made the web administrator aware of this for future consultations.</p> <p>Again, appologies for the difficulties you have experienced. An email</p>

	way of saving half way through!!	address is also available for replies which may be a more suitable medium for longer responses.
Guildford United Reformed Church	Pressure of time (almost all of us are volunteers) prevents us from responding in detail but we actively support the Town Centre Chaplaincy/Street Angel project and I am confident that they will respond and will put much the same points as we would do.	Thankyou for your comments.
The Coal Authority	<p>Having reviewed your document, I confirm that we have no specific comments to make on this document at this stage.</p> <p>We look forward to receiving your emerging planning policy related documents; preferably in an electronic format or a simple hyperlink which is emailed to our generic email address and links to the document on your website.</p>	Thankyou for responding. We now aim to email consultation letters and documents where possible when we have the relevant email addresses.
Interested individual	<p>I have tried to get involved with various issues in the village. But at every turn the Guildford Borough Council, Surrey County Council and the Surrey Police seem unable to see eye to eye over a large range of problems that we have. If the same collection of public servants continue to rule in all these governing bodies, then I can see no way forward with this scheme. It sounds good but all the time poor management and inflexibility reign in these departments I truly can not see Community Involvement/Strategy ever working.</p> <p>The Secretary of State has made it abundantly clear that democracy has no place in our society.Sad as it may sound the civil servants of the SCC and the GBC will not be changing the spots for the good of the community.</p>	<p>Thank-you for taking the time to respond to the consultation and I am sorry to hear about your experiences.</p> <p>The CES aims to get a more co-ordinated approach towards involving the public in decisions that affect them and to highlight the different methods of engagement available. However, aswell as taking into account peoples comments we do have to consider facts, Government guidance and professional opinions too to come to a balanced and well</p>

		considered decision. We feel that the Community engagement strategy is a step in the right direction to making it easier for peoples voices to be heard.
Interested individual	The reckless and uncaring GBC have allowed the 'Green belt' to be destroyed because of weak administration from the very top. The staff in the planning, policy and strategy departments have no idea how to deal with the gypsy invasion. We have designated sites for waste and recycling in Guildford but the GBC turn a blind eye to the unsightly recycling dump-sites that have been allowed to mushroom along the Guildford-Aldershot Road. Wrecked cars hanging 20 feet in the air and just 10 feet away from some ones bedroom is an insult to humanity. Operating Licences are handed out like confetti with no regard to public safety. Lorries 60 feet long trying to negotiate narrow bridges and 90° bends is a nightmare for the residents of Normandy. But nobody cares in the GBC. It's always somebody elses problem to put right never the GBC.	<p>Whilst your comments have been noted they do not appear to be directly relevant to the consultation documents. Part of your comments have been deleted due to their racist content. I have forwarded your comments to the Development Manager for information.</p> <p>Operating licenses and highways matters are the responsibility of Surrey County Council highways department.</p> <p>Your earlier comments have also been noted, and comments made as directly above.</p>
Hon Secretary QEPR	I am most interested in the Documents. I have to say that my confidence in the Documents is not improved by the fact that there appears to have been a significant amount of "cutting and pasting" and also the fact that there are many errors of grammar, spelling and clarity that need to be addressed. Once these have been sorted out, I am sure we will comment further.	Thankyou for your comments. The documents are still in draft form and I suspect that the what appears as cutting and pasting is the text 'draft' watermarked across each page with diagrams over the top. I am not aware of any spelling or gramatical errors but will re-review the document.
The Guildford Society	GENERALLY	Thankyou for your comments and for taking the time to give such detailed

2- In one sense this is a first class document.

It covers the requirements of such a strategy in some detail and, as far as can be judged, with complete accuracy. The presentation is excellent and the tone very readable for a fairly dry subject. A brief comparison with comparables from other Authorities suggests that this is perhaps the most outstanding currently published. Again, a brief investigation suggests that this could be all original work. It certainly seems to owe little to BS8900 and draft BS8904 [in particular Section 3], and although there is common ground with the Surrey Engagement Framework, it does not re-use much of the material.

3- On the other hand, it is not clear exactly how the document fits into the ordering of things. We said in 2005, “for each LDD the Council should publish at an early stage the proposed community involvement ie a specific vision of [the tables] with target dates.”

What we have here is effectively a textbook, capable of general application. Guildford itself has little mention in the text. It could almost be a pro-forma text, drafted, say, by NAVCA, with occasional gaps to fill in the name of the relevant authority. There is little attempt to 'fit it to the ground'. There are long lists of all possible activities, without suggestion as to which GBC proposes to use on which occasions in the near future. At a time of unusual financial stringency, one might have expected that the key local issues be drawn out. The others are unlikely to happen [or happen sufficiently to engage the Borough as a whole].

4- There are generic heads of 'communities' but no hard or soft suggestion as to when and where [for the Guildford Society's interest] local Civic Societies should become involved. Maybe this

feedback.

The document is original. It is a document drafted on behalf of the Guildford Local Strategic Partnership, which includes the Council, and therefore can not be too local authority focused as it applies to all LSP partners. The aim is to give ideas about the different methods of engagement available and the best ways to go about this proportional to the type of feedback sought. The text has been reviewed, and either Guildford or the borough is mentioned on the majority of pages.

As mentioned above, the document is for the LSP partners, to have a joined-up commitment to undertaking good quality engagement.

It is envisaged that the Community engagement strategy will be the overarching document setting out the principles and aims for community engagement in the borough, with Community involvement in planning and other LSP partners' consultation protocols being linked documents.

For Guildford, the Community engagement strategy is the first of its kind and as far as we are aware there is no national pro-forma document. Should Government guidance change we would look to

is appropriate for a grand 'strategy', but I think we locally are more interested in the missing chapter on 'tactics'. And the text is hazy over exactly is the 'we' who are doing the engagement. Is it GBC as a whole, or officials or elected representatives or the Local Strategic Partnership or the Police Authority [in which case why is GBC writing the strategy for the Police Authority?]?

FOR GBC 'DIRECTION' RATHER THAN THE DRAFTING TEAM

5- To produce a document of this quality must have taken considerable effort. This effort is presumably being replicated in the 400 local authorities up and down the country, as well as the many other authorities who are also concerned to 'engage'. Yet we have a textbook apparently specifically written for Guildford which would serve as well, with the names changed, for any of the other 400. This does look to be an area where general collaboration at a very early stage would have economically produced a national pro-forma document that could be adopted as it stood, or, in the exceptional case, marginally modified for local circumstances. Maybe that is the case, but if it is, it seems not to be referenced.

6- And why now? At least one local authority nearby has stopped all work on its Strategy until the Government's intentions become a bit clearer [see below].

SPECIFICALLY AND FOR THE TEAM

7- Whose document

update the document as appropriate.

The document is for the Local Strategic Partnership, which includes representatives from the Police Authority. Its aim is to encourage good high quality engagement from all LSP partners.

Paragraph 1.1 sets out briefly who

	<p>There is a lack of clarity about whose document this is.</p> <p>Is it the 'Local Strategic Partnership', as the box on Page 4 would seem to suggest? If this is the case, should not this body be explained [with membership in an annex] right at the beginning?</p> <p>Is it Guildford Borough Council ? The unspoken lead [' we'] is that of officials working on their own initiative? However the normal democratic assumption is that it is Councillors who are 'in charge', and that Councillors should be the the foremost point of contact and the reference, supported as maybe by officials. Why then is it necessary for 'we' to ' contact' Borough Councillors [para 3.2 last item box on page 11]? More particularly, the Localism Bill promises to give greater freedom to Councillors to lead on local issues, which would suggest that they will have more scope to lead.</p> <p>8- Why now? - The current reforms of the Planning and Local Government systems will surely produce great changes in the present scenario. This document is wisely headed ' - - Strategy 2011' but it would be clearer if it was headed ' - - Interim Strategy 2011', and the text referred rather more strongly to the forthcoming changes.</p> <p>9- Glossary - As with all documents, a glossary of initials [eg LSP] right at the beginning would be helpful for the casual reader.</p> <p>10- Para 2.1 - The LSP apparently 'in consultation with interested parties' agreed a vision for Guildford. Should the readership know who were the 'interested parties'?</p> <p>And the BS8900 Vision of “ a place where people want to live and work now and in the future” seems more strategic than the tactical Vision that LSP has proffered. Moreover and in this</p>	<p>the Local Strategic Partnership is with a link to the relevant webpage. However, further details of the organisations involved will be added for clarification.</p> <p>Contact with Councillors can be a two-way process, and the word 'contact' has been replaced with 'interact' to reflect this and address the point you raise.</p> <p>The document is not an interim document and will be updated as and when required.</p> <p>The document has been amended to replace abbreviations, such as LSP, with the full word for clarity.</p> <p>A footnote will be added to the strategy to explain that the vision contained in the sustainable community strategy was developed at a community assembly in February 2009. This vision is specific to</p>
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	<p>broader context, the BS proffers a definition of sustainability: “an enduring, balanced approach to economic activity, environmental responsibility and social progress” which again seems more strategic.</p> <p>11- Para 3.2 - As for The Guildford Society, we particularly value direct across-the-table discussion meetings with Borough council officers or with developers’ representatives. These meetings are not ‘public’. A recent example of the former kind of discussion is the series of meetings we have had with Chris Mansfield on the Slyfield Area Regeneration Project. An example of the latter is a recent meeting on the Friary with two of Westfield’s directors, who contacted us at Carol Humphrey’s prompting. <u>The Strategy could refer to such meetings.</u></p> <p>12- Para 3.5 -While it is admirable that the Guildford Borough Heritage Team involved the 'SAVI' groups in the plans to develop the museum site, it is not clear how far the engagement went out to the population at large, despite the travelling exhibition. What was the attendance, and how effective was this in reaching people normally at work during the day? Perhaps a few more words?</p> <p>13- Para 3.11 -The note does not suggest exactly how people may get their details added to the Framework contact database. This lies behind the reference given, which perhaps could be made a little clearer.</p>	<p>Guildford borough.</p> <p>Additional wording will be added on specific discussion meetings with interested parties.</p> <p>It is the intention to develop a separate webpage of case studies of good engagement which can go into greater detail.</p> <p>Reference to the contact details added.</p>
<p>Guildford Resident</p>	<p>This is an essential requirement particularly in the context of the Localism Bill. The key to success is to ensure that communication is sustained and made relevant to all residents. Residents want to</p>	<p>Thank-you for your comments. This is a 12 week public consultation. A thorough consultation has been</p>

	<p>be sure that their input into their local plan and those things which are important to them are taken account of and enacted in an appropriate way. This consultation was not communicated particularly well and time to react is short. Borough councillors could have been made responsible for taking forward communication of this initiative to ensure the widest distribution possible</p>	<p>conducted, with advance notification in the About Guildford Council paper that was delivered to all Borough residents on January 2011, 1237 emails to all those on our contact database, 583 letters to those without email contacts, publicity on the GBC website and through posters, emails to all Councillors, Parish Council contacts and resident associations that we are aware of, a display in the Council reception and copies sent to local libraries, amongst other things.</p>
<p>South West Action Group (SWAG)</p>	<p>South West Action Group (SWAG) have read through the draft copy of the document, and as members of the seldom heard group (learning disability), we feel that this document covers our expectations of the Borough Council and services provided. We noted on page 13 that our voices must be given particular consideration. Therefore we would request all information that is sent to SWAG be as accessible as possible using symbols, pictures, photographs all in Easy Read form please. SWAG is part of the Government Policy called Valuing People Now which aims to make sure services for people with learning disabilities are the right services and that they are working properly. The Partnership Board meets once a month at Leatherhead, and the local sub group meet on the 3rd Thursday of every month at Ash Community Centre from 10.00-12.30. We have a representative from the following groups present and would like to extend the invitation for someone from the Borough Council to attend: Social Services, local charities including Mencap, Just Advocacy and Job Centre Plus, housing groups, NHS team, self advocacy groups, parents and carers, Transition team and further/higher education.</p>	<p>Email forwarded to Guildford Borough Council Housing Support Manager (31 May) to extend invitation to attend SWAG meetings.</p> <p>Extra wording will be added to the document to suggest visual easy to read formats are used with symbols, photos and pictures.</p>

	<p>We have attached a copy of our last minutes held at Ash for your information and if you would like to be included in our future minutes please let me know and I will add you to our mailing/database list. http://valuingpeople.gov.uk/index.jsp</p> <p>May I draw your attention to the link on my address to the valuingpeople .gov.uk website that gives excellent information on disability issues in the community. Particularly there is a section on Easy Read accessible information for learning disabilities you and others may be interested in.</p>	
<p>Business Support Manager, Guildford Borough Council</p>	<p>I see the strategy as fundamental to way Guildford borough wants to see engagement develop in the future. This is relevant to all services, not just a few. There are very strong links to work we are doing on customer service excellence and equality and diversity, in particular. My main interest is in how the strategy will be implemented, managed and monitored. At the moment I haven't got any answers, but would like to pose some questions. Page 9/3.1 - Coordination of consultation - You know we have plans to try and do this ourselves, but what about the partner organisations? How do you see this working in practice? How will services in Guildford borough know that whatever their plans, they should be considered as part of the CES? Page 11/3.3 - Refers to 'many groups, organisations and individuals'. Does the partnership already have a list of who these are? What other customer insight does the partnership already share? I am particularly interested in the seldom heard from groups, as I am working with the E&D group on developing customer insight. Page 14/3.5 - I am pleased to see mention of equality monitoring. Does the partnership have a standard approach? So in summary, I think the strategy is a great opportunity to significantly improve the way we manage and coordinate engagement, not only in Guildford borough, but across the partnership. We must ensure</p>	<p>Thank-you for your comments.</p> <p>The implementation of the Community engagement strategy is something that we will be working on in due course.</p> <p>The Council does have a consultation database that contains many contacts for groups, organisations and individuals that represent different interests in the borough, and this database is being continually updated.</p> <p>The partnerships contacts are not known, and can not be shared due to data protection. There is a standard</p>

that the necessary resources are provided so the key objectives of the vision are achieved. I am happy to discuss this further when appropriate.

template for equalities monitoring undertaken by public bodies (www.equalities.gov.uk).