Comment Number	Respondent Name	Respondent Organisation	Section	Respondent Comment	DDC Response
1	Mrs Bernie Mayall	Mayall Management Ltd	Introduction	"Comprehensive, but there is insufficient information about how people with less or no digital access will be engaged. Vague and aspirational for the non-digital."	Comment noted - This is explained in more detail on page 11 - "paper copies and comment forms will be made available at 'Inspection points'"
2	Mrs Bernie Mayall	Mayall Management Ltd	Plan-Making	"How are the targeted stakeholders identified?"	Comment noted - This is explained in the tables for each type of document (pages 14, 19) - Stakeholders are identified on a per document basis, depending on the topic, early in the process (during preparation stage)
3	Mrs Bernie Mayall	Mayall Management Ltd	Neighbourhood Plans	"I was a bit unclear about how the nominated steering groups would actually be nominated."	Comment noted - This is the responsibility of the Qualifying Body (Town/Parish Council/Designated body). **Amendment made**: A link has been added to Dover District Council's Webpages explaining this and more background info.
4	Mrs Bernie Mayall	Mayall Management Ltd	General	"It is a very comprehensive document well presented and attractive, and I am sure I missed some of it as it is so dense. You have explained the jargon (SDPs etc) but it is still a little jargon heavy in places - possibly not attractive to enough people who could offer valid opinions. I can see an attempt has been made to make the document more widely understandable but its very length and density make that difficult. That isn't a criticism, I don't honestly know how you could have done it better! I do think it will miss a few people who could offer useful comment."	Comment noted - **Amendment made**: list of legislation thinned out of page 5 and moved to appendix C. New text below: "Producing and maintaining an up-to-date Statement of Community Involvement is required by national planning legislation. We are required to review our SCI every five years. For a full list of relevant legislation, see Appendix C".
5	Philip Pittock	N/A	Various	No	--
6	Simon Brooks-Sykes	NHS Kent and Medway	General	"At Appendix A, within the list of Statutory Consultees, please note that NHS Kent and Medway Clinical Commissioning Group no longer exists. This organisation has been superseded by NHS Kent and Medway Integrated Care Board.	Comment noted **– Amendment made:** NHS Kent and Medway CCG removed from statutory consultee name on page 33

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				NHS Kent and Medway is the NHS organisation that plans and buys healthcare services to meet the needs of 2 million people living in Kent and Medway. It is our responsibility to ensure health services and all future proposed developments are sustainable from a revenue affordability, capital investment and workforce perspective. We must also ensure that, wherever possible, we maximise the delivery of care closer to where people live."	
7	Mr Mark Norcliffe	N/A	N/A	"You have produced a 40-page document, headed by a list of contents which specifies 45 pages ! As a result, from page 11 onwards the actual location of every item is mis-aligned with its position in the contents list. Does nobody in the Planning Department have responsibility for checking documents for such basic errors before they are placed in the public domain ? It hardly inspires confidence in your professional standards."	Comment noted - page numbers are a result of a formatting error between different software. **Amendment made:** Page numbers have been updated in the final version.
8	Sharon Jenkins	Natural England	N/A	We are supportive of the principle of meaningful and early engagement of the general community, community organisations and statutory bodies in local planning matters, policy and participating in the process of determining planning applications.	Supportive comment noted
9	Cllr Paul Carter	N/A	Introduction	None	--
10	Cllr Paul Carter	N/A	Plan-Making	"In theory these DPDs and SPDs are what are required but from what is happening currently in the planning process either these documents are being not read, ignored or just not considered but the sort of applications that are going through currently it seems these great virtuous documents are not featuring as a part of the current planning process.	The SCI sets out the consultation periods for production of these documents and which will be subject to public consultation. The consultation process is recorded and published as part of these documents, which is a legal requirement, and this is set out in tables 2 & 3 of the SCI already.

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				I think there should be public consultation on all of these documents and it should be shown that they are considered, read, assessed for relevance and how they affect the application. We need more clarity and proof that due process has been undertaken."	
11	Cllr Paul Carter	N/A	Neighbourhood Plans	"firstly I think that the Neighbourhood Plan option and support by DDC should be more widely publicised and made clear when, where, who can apply and undertake this process and more importantly what help they will receive from the district council. Currently it is unclear what to do, who to contact and where to go, or what support you will get. In regards to the consideration of the neighbourhood plan I think more significance should be awarded to it and it's finding as it is the voice of the local people and the residents of that area."	There are several pages already on the council's website with regards to Neighbourhood Planning, the process and what the council provides by way of support. This updated SCI includes more detail on this process, in one place, and will be linked from the Neighbourhood Planning pages. **Amendment made:** A link has now also been added to Dover District Council's Webpages explaining this and more background info.
12	Cllr Paul Carter	N/A	Planning Applications	"Once again what is written here is what we should be getting but the amount of public consultation currently is zero. In 18 years I cannot remember any public meetings held apart from pressure groups, or any community involvement apart from liaison with councillors, some of whom don't even know their own ward or parish, to engage with anyone. In 18 years as a councillor I have never been approached by DDC planning to discuss or give an opinion on any planning applications and that applies as a local resident as well. I've never seen a statement showing what community involvement has taken place.	Town and Parish Councils are consulted on all planning applications in their area, as set out in the SCI. Members of the public are also able to comment on all applications - there are several ways that they can be notified - through site notices and by signing up to Keep me Posted for weekly lists. Holding public meetings is not a feasible option for all planning applications, however, developers of major application sites are required to undertake community consultation, and this is also set out in the SCI at page 6.

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				And the action of developers consulting with the public or the site's neighbours just does not happen, is not enforced and is just a box ticking exercise on the application form. Can we actually get these measures undertaken in future. "	Where these are undertaken, the applicant is required to submit a statement with their application and this will be available to view as part of the public consultation.
13	Cllr Paul Carter	N/A	General	"In theory the SCI is a great paper exercise but in practice DDC have not got the time, funding or staff to undertake hardly any of the measures that have been put forward. At a councillor liaison meeting last year the head of housing admitted that DDC were understaffed and that each case officer had over 400 applications to manage so how will any of these fine ideas and measures proposed in this document be put into place. I think there should have been more realistic objectives on how these improvements to community involvement could be implemented and put into place. You should have consulted with cllrs and residents on drafting this document not after you drafted it. I have no illusions that my comments and those of other residents will be ignored and we won't even be referred back to. I guess this is another way to capture the exercise being undertaken but no actions being made or followed up. It's not the staffs fault but it is the Leader and CEO's they should prioritise the expenditure on matters such as planning to get it right. Thanks for asking my opinion I guess it will be filed and forgotten hereafter."	Comments noted but do not appear to be relevant to the consultation as the number of applications quoted appears to be related to housing department, rather than planning department and is not an accurate reflection of planning officer caseloads. All of the SCI consultation requirements have to be met by the Local Planning Authority (LPA) under legislation, and the council is committed to meeting all the consultation and engagement practices set out in the SCI. Comments about early engagement on the SCI noted, however, this document is an update to the previous SCI, rather than a new document. The consultation period undertaken on the SCI is not a legal requirement and has been undertaken prior to adoption in order to involve local representatives and the public in the final draft of the document.

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14	Dr Kim Verrier	Householder	Introduction	Providing information and allowing full public consultation and involvement in planning matters are essential to increasing transparency, ensuring fairness, and encouraging public interest and trust in Council processes.	Comment noted and agreed
15	Dr Kim Verrier	Householder	Planning Applications	"**Validation Checks** - We support the emphasis on validation checks to ensure all necessary documentation is submitted with planning applications. Planning documents cited in the published validation checklist are sometimes missing from planning applications, leading to perceived differences in how the published online validation checklist is applied. **Access to Information / Transparency** - We support the commitment to ensuring that all comments are made publicly available on the planning portal. In our experience, some comments are not accessible during consultation, which prevents full and fair public participation. **Statutory and Internal Consultee Input** - The commitment to publishing responses from statutory consultees, internal consultees and public comments is essential to public trust and scrutiny. We have noticed that some comments are published late or not made publicly visible during the consultation. **Handling of Representations** - We support the clear standards outlined for making effective comments, including redaction of discriminatory, personal and irrelevant content. In our view, comments that included pejorative or misleading language have appeared without redaction or moderation for certain planning applications.	Comment noted, and feedback will be passed on to development management support team. DDC will be separately updating the validation checklist in due course and improving support practices to ensure comments and consultation documents are visible on the portal.

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				The Council's Approach to Community Involvement - We agree that equal access to sufficient information enables effective comments to be made. This is important to maximising community involvement in planning. In the past, there has been a concern that consultees lacked access to critical materials referenced by internal officers but not available to the public."	
16	Dr Kim Verrier	Householder	General	"I believe the overall intention of the SCI is very positive, and I would welcome its application across all current and future planning matters, particularly planning applications. Establishing this framework as a consistent part of working practice and formal processes would be highly beneficial. I would appreciate some clarity on who will be responsible for ensuring the SCI is implemented once it is formalised. For example, will there be designated oversight or monitoring of its application? Understanding these accountability arrangements will help build confidence that the SCI's positive intentions translate into meaningful and consistent practice."	Supportive comments are noted. The LPA is responsible for ensuring compliance with the adopted SCI, and reviewing its effectiveness as set out in legislation. The SCI at page 31 explains how the review process is undertaken.
17	Alan Byrne	Historic England	General	"The consultation process detailed in the SCI should be adequate in meeting the requirements of the Local Development Regulations 2004. It will be important to ensure that stakeholder organisations with interests and responsibilities in the historic environment, at national and local levels, are fully involved throughout the consultation process. To this end, it is important to consult with both the Council's own conservation officer or team,	Supportive comment noted. Historic England are a statutory consultee on applications involving listed buildings, Conservation Areas and Areas of Archaeological Potential.

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				the County Archaeological adviser and local amenity societies. In terms of the general requirements of consultation in relation to the historic environment, I attach a Note on Consultation with the Heritage Sector and a list of national amenity bodies."	
18	Mr John	Walmer Town Council	Introduction	Walmer Town Council Planning Committee has reviewed the Statement of Community Involvement and has no comment to make.	Comments noted
19	Mr John	Walmer Town Council	Plan Making	Walmer Town Council Planning Committee has reviewed the Statement of Community Involvement and has no comment to make.	Comments noted
20	Mr John	Walmer Town Council	Neighbourhood Plans	Walmer Town Council Planning Committee has reviewed the Statement of Community Involvement and has no comment to make.	Comments noted
21	Mr John	Walmer Town Council	Planning Applications	Walmer Town Council Planning Committee has reviewed the Statement of Community Involvement and has no comment to make.	Comments noted
22	Mr John	Walmer Town Council	Other	Walmer Town Council Planning Committee has reviewed the Statement of Community Involvement and has no comment to make.	Comments noted
23	Darren Kirkman	National Highways	General	"Thank you for your email of 16 July regarding the above-named consultation. I have received the Statement of Community Involvement on behalf of National Highways, and we do not have any comments to make at present. We trust that you will continue to consult us on Local Plans and Neighbourhood Plans, as proposed in the statement, as well as on individual planning applications, via our inbox at planningse@nationalhighways.co.uk"	Comments noted
24	Stephanie Holt-Castle	Kent County Council	General	"Thank you for consulting Kent County Council (hereafter referred to as the County Council) on the Dover District Council Statement of Community Involvement, in accordance with the requirements of the Planning and Compulsory Purchase Act 2004	Comments noted

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				The County Council has reviewed the Statement of Community Involvement and for ease of reference, has provided comments structured under the chapters and policies used within the document. "	
25	Stephanie Holt-Castle	Kent County Council	General	The County Council note that the accessibility of the Statement of Community Involvement could be strengthened by providing easy access to the document through websites to support individuals who may have a disability. Whilst the County Council commends the consideration of paper copies, brail, and e-reader versions of the document, providing the document for online reviewing and feedback would increase accessibility for the wider community.	Comments noted, document states clearly that online methods of consultation will be part of all consultations to enable accessibility, no amendment required.
26	Stephanie Holt-Castle	Kent County Council	Appendix A – Statutory and Other Consultees on Plan-Making	"The County Council notes that only the County Council's Highway and Transport services are referenced as a statutory consultee. The County Council believe that the following statutory functions should also be included in the statutory consultee list under Appendix A: - Sustainable Urban Drainage Systems; - Minerals and Waste - Developer Investment The County Council believe that the statutory functions listed above must be considered in the Statement of Community Involvement for the reasons given below: Sustainable Urban Drainage Systems: The County Council is the Lead Local Flood Authority (LLFA) for Kent. Whilst the County Council expect for items to be consulted on to reflect those 'assigned' to the County Council's Highway and Transport service, we would also expect to be consulted on Dover District	Comments noted. **Amendment made:** KCC list of different department statutory consultees and their roles updated in Appendix A

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				Council's Sustainability Appraisal Report and Sustainability Appraisal Screening Determination. Therefore, the County Council would expect a "/s" suffix to be included in the Local Plans and Supplementary Planning Document (SPD) columns against the County Council LLFA as an entity. Minerals and Waste: Additionally, the County Council as Minerals and Waste Authority for Kent, note that the Dover area has safeguarded land-won mineral deposits; safeguarded waste management; minerals handling; and, transportation facilities, the local plan, or SPD produced for the Dover District area may have safeguarding planning policy implications for these matters. Therefore, the County Council recommend that the planning policy function for waste and mineral development is also identified in Appendix A of the document. Developer Investment: Finally, The County Council recommend that the stakeholder list identifies the County Council's Developer Investment Team."	
27	Jean Swan	Preston Parish Council	General	Members of Preston PC have noted the consultation but did not have any comments.	Comments noted