

**STATEMENT OF COMMUNITY INVOLVEMENT IN PLANNING POLICY AND
DEVELOPMENT MANAGEMENT**

<u>Report of the:</u>	Head of Place Development
<u>Contact:</u>	Mark Berry
<u>Annexes/Appendices</u> (attached):	Annexe 1: Your involvement in Planning
<u>Other available papers</u> (not attached):	Consultation Responses Equalities Impact Assessment Reports to the Licensing and Planning Policy Committee dated 6 September 2016 and 7 December 2016

REPORT SUMMARY

The Council is invited to approve and adopt a revised Statement of Community Involvement as part of maintaining an update to date suite of planning documents in relation to the operation of the planning function, in accordance with the recommendations of the Licensing & Policy Committee.

RECOMMENDATION (S)

That the Council approve and adopt the revised Statement of Community Involvement.

Notes

1 Implications for the Council's Key Priorities, Service Plans and Sustainable Community Strategy

- 1.1 The Statement of Community Involvement sets out how the Council will engage with the local community and organisations with regard to planning policy and development management

2 Background

- 2.1 Section 18 of the Planning and Compulsory Purchase Act 2004 imposes a legal obligation on the Council to produce a Statement of Community Involvement
- 2.2 A Statement of Community Involvement was originally adopted in 2006. However, as legislative requirements have changed it has become progressively out of date.

- 2.3 In April 2016 the Audit, Crime & Disorder and Scrutiny Committee met to consider a report from the Planning Administrative Task Group. The Committee accepted a number of recommendations to review planning processes and documents. The Statement of Community Involvement has been updated in line with the task group's recommendations 7 and 8.
- 2.4 At its meeting on 6 September 2016 the Licensing and Planning Policy Committee considered and approved the 'Your involvement in planning' as a draft document for public consultation (Minute 14 of the relevant meeting refers). The consultation commenced on 16 September 2016 and closed on Friday 28 October 2016.
- 2.5 The public consultation generated six responses which were considered by the Licensing and Planning Policy Committee at its meeting on 7 December 2016. The Committee noted that the public consultation had resulted in a minor amendment being made to the proposed document before it. The Committee agreed the revised document and recommended its adoption by the Council.

3 Proposals

- 3.1 Council is asked to approve and adopt the Statement of Community Involvement.
- 3.2 The changes to the Statement adopted in 2006 are minor and mainly focus on highlighting the Council's website as a source of planning information, updating factual information and setting out a glossary of planning terms, providing greater clarity for the reader.
- 3.3 The document also addresses the issue of publicity for telecommunication applications (recommendation 8 of the task group). The document states that the Council will publicise these types of application by way of press and site notice and notify neighbours by letter. The Licensing and Planning Policy Committee accepted that it was not appropriate to set a radius from the application site for neighbour notification letters, each application being unique and possibly requiring a different or bespoke approach.

4 Financial and Manpower Implications

- 4.1 There are no specific financial or manpower implications for the purposes of this report.
- 4.2 ***Chief Finance Officer's comments:*** *There are no direct financial implications, any costs involved have been met from within existing budgets*

5 Legal Implications (including implications for matters relating to equality)

- 5.1 Section 18 of the Planning and Compulsory Purchase Act 2004 imposes a legal obligation on the Council to produce a Statement of Community Involvement.
- 5.2 Officers compiled an Equalities Impact Assessment on the basis that this was a change to the Council's current policy on community involvement in planning. This was appended to the report to, and taken into account by, the Licensing and Planning Policy Committee when considering the revised document.
- 5.3 ***Monitoring Officer's comments:*** *None for the purposes of this report.*

6 Sustainability Policy and Community Safety Implications; Partnerships

- 6.1 There are no implications for the purposes of this report.

7 Risk Assessment

- 7.1 There is a reputational risk to the Council if it fails to keep its policies up-to-date.

8 Conclusion and Recommendations

- 8.1 The Statement of Community Involvement was first adopted in 2006 and has been updated to reflect legislative changes in the planning process. It sets out how and when the Council will carry out consultations and involve the local community in both the preparation of planning policy documents and decisions in planning.
- 8.2 Generally the revised document was well received and supported when it went out to public consultation. Some detailed comments were made and as a result some minor amendments were made to the document which were approved by the Licensing and Planning Policy Committee and included in the document which Council is requested to approve and adopt.
- 8.3 The Licensing and Planning Policy Committee noted that primary access to this document, and the most likely method of communicating the process, if approved by Council, would be through the Council's website. However, the Chairman of the Committee requested to be kept informed of any significant issues regarding the public's ability to access and engage with the planning process, and this will be kept under review.

WARD(S) AFFECTED: (All Wards);