



Derby City Council

**COUNCIL CABINET**  
**7 December 2016**

**ITEM 10**

Report of the Cabinet Member for Communities  
& City Centre Regeneration

**Revised Statement of Community Involvement**

**SUMMARY**

- 1.1 The Statement of Community Involvement (SCI) sets out the Council's commitment to involve the community in the planning process: in the preparation of the Council's Development Plan Documents and in publicising planning applications.
- 1.2 The current SCI was adopted in January 2007 and we now need to look again at how we engage communities and update the SCI accordingly.
- 1.3 The original SCI was produced through extensive consultation with the public, statutory bodies and other interested parties and was submitted to the Secretary of State for examination. Although legislative changes require us to update the document to ensure that it is legally compliant and remains fit-for-purpose, the requirement to undertake a formal consultation and submit the document for examination no longer exists.
- 1.4 However, given the nature of the SCI and the Council's commitment to engage with statutory bodies, the public and the development industry, it is proposed to undertake a consultation lasting a minimum of six weeks where we will seek people's views on the amended document before its adoption.

**RECOMMENDATION**

- 2.1 To note the consultation methods contained in the revised Statement of Community Involvement and to approve consultation seeking people's views on the amended document.
- 2.3 To authorise the Strategic Director for Communities and Place in consultation with the Cabinet Member for Communities and City Centre Regeneration to consider any comments received during consultation, to make amendments to the document and to formally adopt the Statement of Community Involvement.

**REASONS FOR RECOMMENDATION**

- 3.1 Regulation 18 of the Planning and Compulsory Purchase Act 2004 requires a local planning authority to prepare and adopt a Statement of Community Involvement (SCI).



**SUPPORTING INFORMATION**

- 4.1 The Statement of Community Involvement (SCI) is the primary document which sets out the various methods the Council will utilise to ensure that local communities have a greater say in the Development Management process, in the preparation of the Council's Development Plan and in the Neighbourhood Planning process. It also guarantees that the relevant legislative requirements and the Council's corporate consultation requirements are met.
- 4.2 The SCI is a key document in the preparation of the Council's Development Plan; in this case the Local Plan. As part of the examination, an independent planning inspector will determine if the plan complies with legal and procedural requirements; one of these considerations focusses on whether the Council has adhered to the Statement of Community Involvement.
- 4.3 It is important that interested parties are able to have their say on Development Management decisions. Generally, the Development Management process can be split into three distinct stages – pre-application, the application stage and the decision.
- 4.4 The Council strongly encourages applicants and developers to undertake their own consultation with the local community prior to submitting an application.
- 4.5 To ensure a consistent approach at the application stage, the Council will follow the requirements of the Town and Country Planning (Development Management Procedure) (England) Order 2015. The SCI sets out the Council's approach to publicising applications, how people can submit comments on applications, the timescales involved and the process to follow should someone wish to speak at Planning Control Committee. Finally, the SCI indicates how people can find out about the result of an application.
- 4.6 Although there is no statutory requirement to consult on the SCI, it is proposed to undertake a consultation lasting a minimum of six weeks to garner comments and, if necessary, make amendments to the SCI before adoption. The consultation will be widely publicised and utilise the contacts held by both the Spatial Planning and the Development Management teams as well as using many of the consultation methods set out in the SCI including Your City Your Say, the Council's Neighbourhood and Diversity Forums and social media.
- 4.7 Following consultation and any amendments to the revised SCI a short summary document, providing a basic introduction to the contents and purpose of the SCI will also be produced and will sit alongside the main document.

## OTHER OPTIONS CONSIDERED

- 5.1 An alternative option is to continue to use the existing Statement of Community Involvement which was adopted in January 2007. However, it is out-of-date due to regulatory changes, many of the engagement methods outlined in the document have been superseded, some terminology used is out-dated and some organisations have ceased to exist.

**This report has been approved by the following officers:**

<b>Legal officer</b> <b>Financial officer</b> <b>Human Resources officer</b> <b>Estates/Property officer</b> <b>Service Director(s)</b> <b>Other(s)</b>	tba Amanda Fletcher, Head of Finance Communities and Place  David Gartside, Director of Strategic Partnerships, Planning and Transportation
<b>For more information contact:</b> <b>Background papers:</b> <b>List of appendices:</b>	David Brown, Senior Planning Officer 01332 642120 dave.brown1@derby.gov.uk None Appendix 1 – Implications Appendix 2 – Draft Revised Statement of Community Involvement

## IMPLICATIONS

### Financial and Value for Money

- 1.1 Certain aspects of implementing the Statement of Community Involvement will entail some financial outlay estimated at £1,000 to be managed within Planning budgets; for example in the placing of statutory adverts and notices and the hire of external venues for meetings and exhibitions. However, the revised SCI seeks to offer more flexibility in determining methods of consultation and therefore the costs of implementing its requirement as are likely to be less than those of the adopted SCI. In addition, costs will continue to be minimised by utilising Council venues for events and only placing statutory adverts in the local press.

### Legal

- 2.1 The publication, and adoption, of the Statement of Community Involvement is guided by and meets the requirements of Regulation 18 of the Planning and Compulsory Purchase Act 2004.

### Personnel

- 3.1 The adoption of the SCI will not have any additional implications for staff however it is worth recognising that there may be instances where members of staff, when undertaking a consultation, will be required to work outside of office hours or at weekend.
- 3.2 The move towards on-line consultation and the use of social media will continue to require assistance from the Council's Communications and Consultation team. Planning officers will liaise with the Communications and Consultation team to minimise any adverse impacts on the team.

### IT

- 4.1 There will be an increasing reliance on web-based consultation methods and social media. However, this should not have any long-term implications for the Council.

### Equalities Impact

- 5.1 The various consultation methods contained in the Statement of Community Involvement will ensure that all members of the community have an opportunity to be involved in the planning system and decisions that affect their local community.

### Health and Safety

- 6.1 None

## **Environmental Sustainability**

7.1 None

## **Property and Asset Management**

8.1 None

## **Risk Management**

9.1 None

## **Corporate objectives and priorities for change**

10.1 Derby City Council 'A Different Council' Our Council Plan 2016-2019. The Scheme supports the vision that Derby is a place where ... people work together, can enjoy good health and wellbeing throughout their life and feel that they belong to a thriving community and ... jobs and businesses are growing and we have the infrastructure to create a city for the future. It also supports the following priority outcomes:

- Enabling individuals and communities
- Promoting health and well-being
- Improving housing, supporting job creation and regeneration in the City
- Delivering our services differently