

Statement of Community Involvement

Report of the Cabinet Member for Economic Growth, Environment & Development Services:
Councillor I. Pritchard



Date: 9th April 2019
Agenda Item: 3
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Key Decision? Yes
Local Ward ALL
Members

Cabinet

1. Executive Summary

- 1.1 As set out in the Cabinet report of 4th December 2018 due to legislative changes there was a need to review and update the Council's Statement of Community Involvement (SCI).
- 1.2 The updated SCI was the subject of a four week public consultation between 2nd January and 1st February 2019. A summary of the representations received and the officer response to these representations are set out in the Consultation Statement attached at **Appendix A**. The SCI has been amended to take account of representations received by the Council.
- 1.3 This report seeks approval for adoption of the amended Statement of Community Involvement attached **Appendix B**.

2. Recommendations

- 2.1 That Cabinet note the responses to consultation and officer comments & approve the Consultation Statement (**Appendix A**) and Adoption Statement (**Appendix C**) for publication.
- 2.3 That Cabinet approve the Statement of Community Involvement 2019(**Appendix B**) for adoption.

3. Background

- 3.1 The purpose of this report is to seek authorisation for the adoption of the amended Statement of Community Involvement.
- 3.2 Members will recall as set out in the Cabinet report of 4th December 2018, the SCI sets out the standards that can be expected by the public, statutory consultees, developers, landowners and interested parties when engaging with the planning process. Legislative changes have provided the necessity and opportunity to review the existing SCI which was adopted in 2016.
- 3.3 The existing SCI has been reviewed and was found to need only minor updates. The changes related to:
 - how we prepare the Local Development Scheme, evidence and supporting documents;
 - changes to the procedures when preparing Neighbourhood Plans;
 - changes in the timescales allowed for consultations on planning applications to include extra days where a bank holiday occurs;
 - how permission in principle and technical details consents will be processed;

- how personal data will be safeguarded in accordance with the General Data Protection Regulation (GDPR); and
- how the SCI is monitored and when it will be reviewed.

Consultation Process

3.4 Consultation on the draft SCI was undertaken for four weeks between 2nd January and 1st February 2019.

3.5 The following methods were used to promote the consultation:

- The document was published on Lichfield District Council’s website;
- Copies of the document were made available at Lichfield District Council’s principal office;
- Alternative formats were available if requested;
- A press release was issued by LDC;
- The consultation was advertised via the corporate Twitter;

Consultation Responses

3.9 In total 11 representations were received over the four week period. These representations are set out in Consultation Statement (**Appendix A**) along with an officer response to each point.

3.10 Comments were received requesting for consultation bodies to be listed, however in general responses related to development planning matters outside the scope of the Statement of Community Involvement. Therefore, the consultation has resulted in a small number of changes to the document, however these mainly relate to typographical corrections.

Alternative Options	1. Cabinet decide not to approve the SPD for adoption. This would not provide our customers with the knowledge on how we will engage with them when preparing planning documents and decisions. In addition this would not comply with current regulations potentially leaving the authority open to legal challenge.
Consultation	1. Consultation has informed this SCI. The results of the public consultation are reported in Appendix A .
Financial Implications	1. There are no financial implications from this report.
Contribution to the Delivery of the Strategic Plan	1. Supports the priority of a vibrant and prosperous economy because it assists in the delivery of the planning function of the Council.
Equality, Diversity and Human Rights Implications	1. An Equality Impact Assessment accompanies the SCI (Appendix D).
Crime & Safety Issues	1. There are no crime and safety issues.

GDPR / Privacy
Impact Assessment

1. A privacy impact assessment has been undertaken.

	Risk Description	How We Manage It	Severity of Risk (RYG)
A	Financial risk if the SCI is not up to date with current regulations	Update the SCI	Yellow
B	Reputational risk if the SCI is not up to date with current regulations	Update the SCI	Yellow
c	Further legislative requirements result in the need to further update the SCI	Officers continue to monitor legislative changes. Where necessary changes will be proposed to the SCI to ensure the document is legally compliant	Yellow

Background documents:

- o Statement of Community Involvement 2016

Relevant web links:

- o [Statement of Community Involvement 2016](#)

