



To: Executive Councillor for Planning and Climate Change: Councillor Tim Ward  
Report by: Head of Planning Services  
Relevant scrutiny Development Plan Scrutiny Sub- 05/11/2013  
committee: Committee  
Wards affected: All Wards

## Statement of Community Involvement Update 2013

### Key Decision

YES

#### 1. Background

- 1.1 It is a statutory requirement (Section 18 of the Planning and Compulsory Purchase Act 2004 (as amended)) for the Council to set out how it will consult the public on planning matters. This is normally set out in a document entitled 'Statement of Community Involvement' (SCI). The Council adopted its first SCI in April 2007. Whilst there are no fixed legal deadlines for refreshing an SCI, it is important the Council reviews this important document from time to time in order to confirm its approach and commitment to community involvement in planning.
- 1.2 A review is also considered useful at this point as a result of recent changes to the planning system as a result of legislative changes.

#### 2. Recommendations

- 2.1 This report is being submitted to the Development Plan Scrutiny Sub Committee for prior consideration and comment. The Committee is advised to recommend that the Executive Councillor for Planning and Climate Change:

- a) Adopt the content of the Statement of Community Involvement 2013 and bring it into immediate effect.

### **3. Statement of Community Involvement**

- 3.1 The Council must set out a clear approach on planning matters. Supporting this, the Statement of Community Involvement seeks to ensure that:
- § The public has full and up to date knowledge of the planning process and knows exactly how and when it can get involved;
  - § Officers prepare plans and deal with planning applications, in the knowledge that they are being prepared in accordance with Members' wishes with respect to public engagement and consultation; and
  - § Members have confidence that a robust, fair and consistent process is in place.
- 3.2 The Council's first Statement of Community Involvement (SCI) was adopted in April 2007. Production of an SCI is a requirement of the Planning and Compulsory Act 2004 (as amended).
- 3.3 The revised SCI (Appendix A) incorporates changes in Government legislation, updating regulations and procedures where necessary.
- 3.4 It will be a key document to support our consultation approach for the completion and subsequent implementation of the Cambridge Local Plan 2014, other supporting policy documents and the consideration of planning applications.
- 3.5 In addition, the Localism Act 2011 has necessitated some further changes to the document to ensure our local approach complements the legal framework.
- 3.6 In summary the key changes made since the SCI 2007 was adopted, include:
- § A change of style and format, for ease of use
  - § An update of relevant current legislation
  - § An update on consultation processes

## **4. Conclusions and Next Steps**

- 4.1 There is no legal requirement for the revision of the SCI itself to be subject to public consultation. The 2007 SCI received a total of 19 representations when consulted upon during its preparation. If the committee considers that a consultation period is appropriate, this can be undertaken. Additional changes may be made following the consultation, whereby the SCI will be subject to final approval and adoption at a subsequent committee.

## **5. Implications**

### **(a) Financial Implications**

- 5.1 None directly. However the SCI commits the Council to certain 'service standards' in how it undertakes its local planning authority functions. However, the standards largely confirm current Council practice, so there are no new significant costs as a result of SCI commitments.

### **(b) Staffing Implications**

- 5.2 There are no direct staffing implications arising from this report.

### **(c) Equal Opportunities Implications**

- 5.3 There are no direct equal opportunities implications arising from this report, community engagement is a key part of the planning function already.

### **(d) Environmental Implications**

- 5.4 There are no direct environmental implications arising from this report.

### **(e) Consultation**

- 5.5 If it is considered that public consultation is appropriate, then the consultation on the revised SCI will follow the committee's endorsement of the document for consultation. The consultation and communications arrangements for the SCI would follow the council's Code for Best Practice on Consultation and Community Engagement.

## **(f) Community Safety**

5.6 There are no direct community safety implications arising from this report.

## **6. Background papers**

These background papers were used in the preparation of this report:

- Planning and Compulsory Purchase Act 2004 (as amended), which can be accessed at: <http://www.legislation.gov.uk/ukpga/2004/5/contents>
- Localism Act 2011, which can be accessed at: <http://www.legislation.gov.uk/ukpga/2011/20/contents/enacted>
- Code for Best Practice on Consultation and Community Engagement: <https://www.cambridge.gov.uk/how-we-consult>

## **7. Appendices**

- Appendix A: Draft Statement of Community Involvement

## **8. Inspection of papers**

To inspect the background papers or if you have a query on the report please contact:

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