

LOCAL PLAN COMMITTEE

2 NOVEMBER 2017

REPORT OF THE HEAD OF PLANNING SERVICES

A.5 PROPOSED AMENDMENT TO THE STATEMENT OF COMMUNITY INVOLVEMENT

(Report prepared by Will Fuller)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To seek the Local Plan Committee's approval to the proposed amendment to the Statement of Community Involvement (SCI) to include details of the consultation arrangements for the preparation of the Development Plan Documents.

EXECUTIVE SUMMARY

On 21st October 2014, the Local Plan Committee formally adopted the Statement of Community Involvement (SCI) after a six week consultation period (see Appendix A).

Since that time, the planning landscape has changed and the Council, with its partners wishes to adopt a Development Plan Document (DPD) as part of its ongoing work with the Tendring/Colchester Borders Garden Community project.

The adopted SCI gives no guidance as to how the Council will involve our community during the preparation of a DPD, therefore it is proposed a new section is included within the SCI detailing how we will engage with our community. The remainder of the adopted SCI will remain in place at this time.

Inclusion of a new section is a significant amendment to the SCI and therefore, the proposal must be consulted upon however, the consultation process identified follows a similar approach to the Local Plan preparation, which has already been subject to public consultation. Delegated authority is sought for the Head of Planning Services, in consultation with the Chairman of the Local Plan Committee adopts the revised SCI following a public consultation exercise, subject to no significant objections being received. The amended SCI will be published on the Council's website and used for the purposes of promoting effective community involvement in planning matters.

RECOMMENDATION

That the Local Plan Committee:

- (a) approves the proposed amendment to the Statement of Community Involvement to include details of the consultation arrangements for the preparation of the Development Plan Documents as contained within this report;**
- (b) the amended Statement of Community Involvement is subject to a public consultation**

for a period of no less than 6 weeks; and
(c) delegates authority to the Head of Planning Services, in consultation with the Chairman of the Local Plan Committee to make minor amendments to the Statement of Community Involvement following public consultation, and subject to no significant objections being received is authorised to adopt the final document for publication on the Council's website.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

The Local Plan helps to implement place shaping priorities in the Corporate Plan 2016-2020 for Tendring District Council through:

- Community Leadership by engagement with the community and effective partnership working with technical stakeholders including other Councils, developers and other interested parties;
- Health and Housing through policies that promote healthier lifestyles, a quality living environment, local regeneration and council house building; and
- Employment and Enjoyment through policies to support business growth and skill development and the protection and promotion of the natural and built environments.

Tendring's Local Plan is a project in the 2016-2020 Corporate Plan and is on target at the time of writing this report. The implication of a decision to support the recommendation in this report will demonstrate assistance in the delivery of the duty to cooperate.

Providing comments on Colchester's Local Plan helps with the delivery of the Local Plan for Tendring and contributes to Tendring's collaborative work with Braintree and Colchester Councils.

A key corporate project of the Corporate Plan is 'Working with other Councils'. This consultation allowed for detailed meaningful communication between different Councils. Two further Corporate Priorities are 'Local Plan Completion' and 'Strategic Planning'. This consultation and future communication between Councils will allow for joint working of mutually beneficial negotiations which will assist in the preparation and adoption of a sound Local Plan.

RESOURCES AND RISK

The proposed amendments to the SCI were prepared by the Council's Planning Policy Team under the leadership of the Planning Policy Manager within the agreed 'LDF Budget'. The SCI sets out the proposed approach to consultation which will have resource implications including costs of media publicity and any exhibitions or public meetings.

If the Local Plan Committee approve the Issues and Options report for public consultation this will be outside of the current Statement of Community of Involvement but in effect this is in addition

and provides an increased level of consultation than currently provided for. The proposals also follow a similar approach to the Local Plan preparations which have already been subjected to public consultation, therefore, there is minimal risk of challenge to the consultations running in parallel. Representations received during the consultation will be considered before proceeding to the next stage.

LEGAL

Section 18 of the Planning and Compulsory Purchase Act 2004, as amended provides that the Council must prepare a Statement of Community Involvement, which is a statement of the authority's policy as to the involvement in the exercise of its functions.

OTHER IMPLICATIONS

Equality and Diversity: The processes for consultation and community engagement in the updated SCI aim to give people equal opportunity to engage in the planning process, including 'hard to reach' groups.

Area or Ward affected: All wards.

Consultation/Public Engagement: The adopted (2014) SCI was the subject of six weeks public consultation in its own right to enable interested parties to comment on the proposed approach to community engagement and consultation on other planning documents and planning applications. This amended SCI (the subject of this report) also requires its own public consultation as detailed elsewhere in this report.

COMMUNITY INVOLVMENT IN DEVELOPMENT PLAN DOCUMENTS

A Development Plan Document (DPD) follows the same process for preparation as a Local Plan. It builds on policy or policies in the Local Plan and provides significantly more implementation detail. Any DPD for the Tendring Colchester Borders Garden Community will require the co-operation and collaboration with Colchester Borough Council.

In Section 1 of the Publication Draft of the Local Plan, Policy SP8 states: "The Strategic Growth DPD will set out the nature, form and boundary of the new community. The document will be produced in consultation with stakeholders and will include a concept plan showing the disposition and quantity of future land-uses, and give a three dimensional indication of the urban design and landscape parameters which will be incorporated into any future planning applications; together with a phasing and implementation strategy which sets out how the rate of development will be linked to the provision of the necessary social, physical and environmental infrastructure to ensure that the respective phases of the development do not come forward until the necessary infrastructure has been secured. The DPD will provide the framework for the subsequent development of more detailed masterplans and other design and planning guidance for the Tendring / Colchester Borders Garden Community."

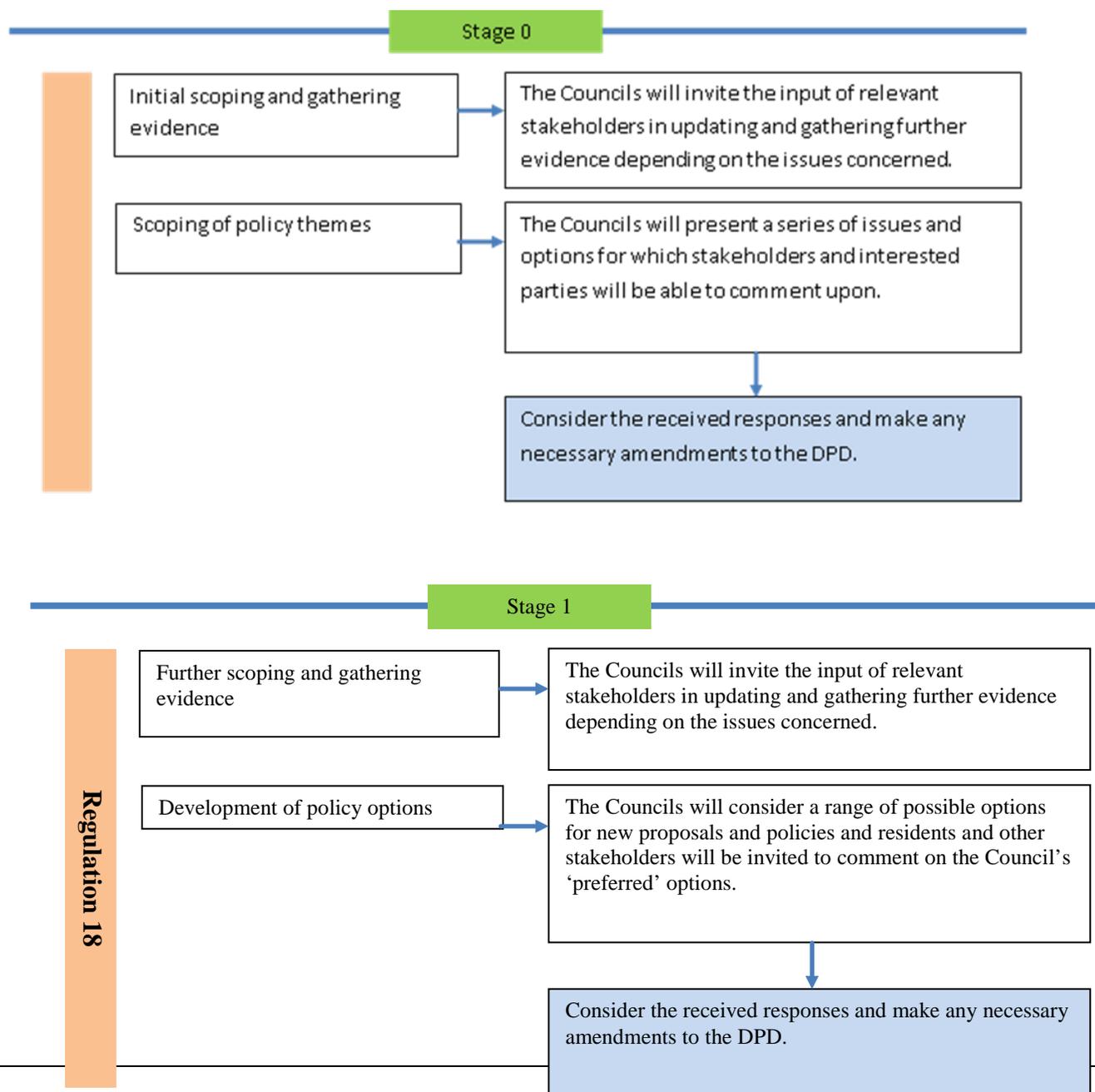
It is proposed to update the SCI with the insertion of the following text to detail how communities and other groups are consulted throughout the DPD preparation and adoption process.

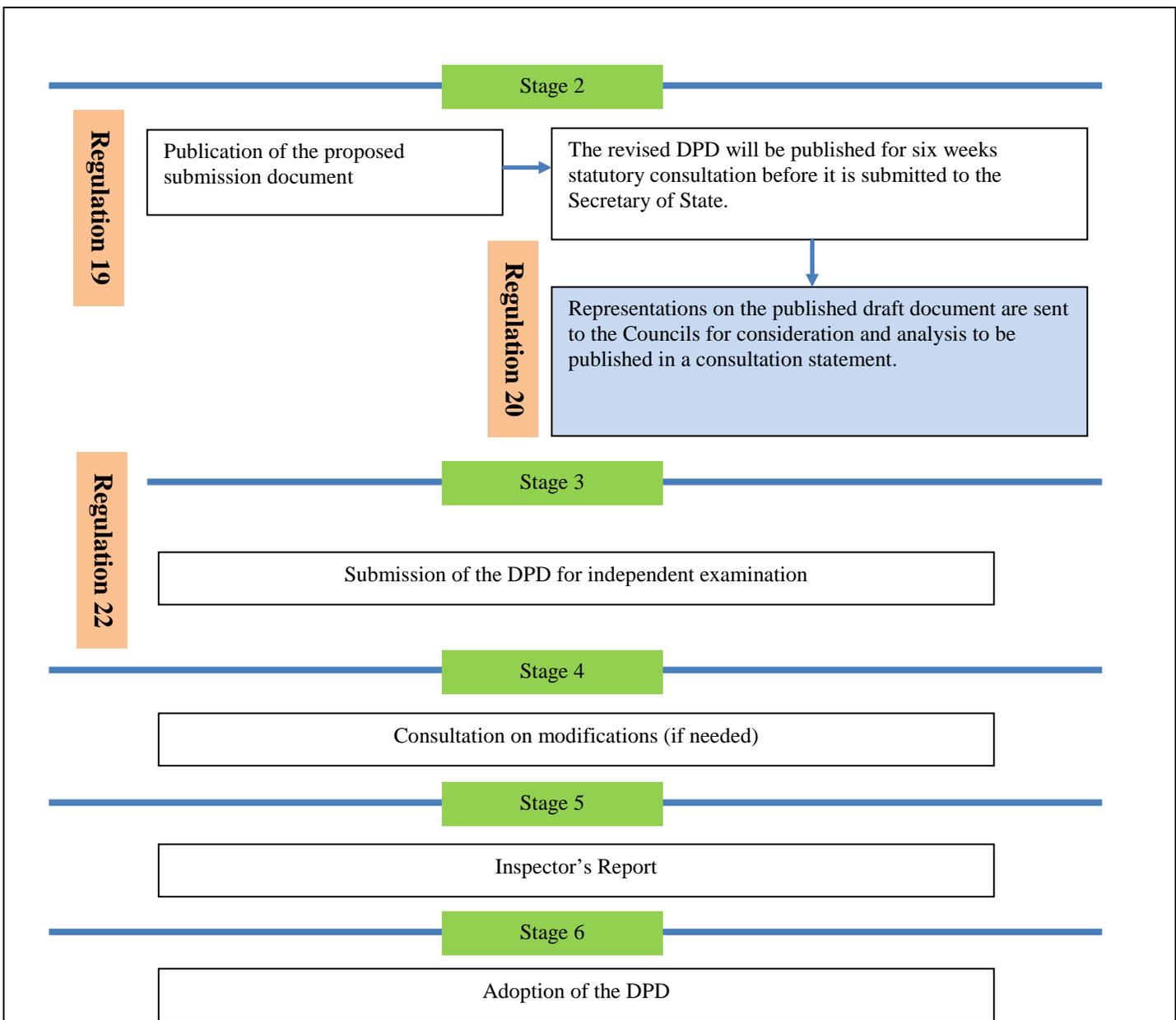
Community Involvement in DPDs

As part of the North Essex Garden Communities Section of the Local Plan, a site specific policy has been drafted. This policy (SP8) 'Tendring/Colchester Borders Garden Community' sets out a strategic policy framework to guide the delivery of this broad area.

Policy SP8 contains, amongst other things a requirement to prepare a DPD specific to the broad location. The way in which the community and other parties will be consulted through the preparation and adoption process of this DPD is set out below. Moreover, if the Council intends to prepare further DPDs in the future, the below consultation methods will also be used.

Development Plan Document preparation process proposed





Proposed communication techniques for the Development Plan Document process

The following tables set out the communication techniques that the Council will employ to both notify and engage residents and other stakeholders in the next stages of the DPD process from the initial consultation on preferred options through to the final adoption of the document.

	Stage 0	Stage 1	Stage 2	Stage 3	Stages 4-6
Stakeholder Group	Consultation on the DPD Issues and Options	Consultation on the DPD: Preferred Options.	Consultation on the DPD: Proposed Submission Draft.	Notifications on the submission of the DPD for Examination by a Planning Inspector.	Communications about the process of examination and notification about the adoption of DPDs.
Members of the public					
Residents directly affected by new strategic development sites (including communities outside of Tendring)	Media and publicity Neighbour notification and/or site notice* Exhibitions Consultation document (available to view online, at Council offices and at libraries) Representation form Interactive website	Media and publicity Neighbour notification and/or site notice* Exhibitions Consultation document (available to view online, at Council offices and at libraries) Representation form Interactive website	Media and publicity E-mails/Letters (to residents that responded to the stage 1 consultation) Final consultation document (available to view online, at Council offices and at libraries) Representation form	Media and publicity E-mails/Letters (to residents that responded to the stage 2 consultation) Focussed changes document – if needed (available to view online, at Council offices and at libraries)	Media and publicity E-mails/Letters (to residents that responded to the stage 2 consultation)
Residents in communities affected by new strategic development sites (including communities outside of Tendring)	Media and publicity E-mails/Letters (to residents on the Local Plan database) Exhibitions Consultation document (available to view online, at Council offices and at libraries) Interactive website	Media and publicity E-mails/Letters (to residents that responded to the stage 0 consultation) Exhibitions Consultation document (available to view online, at Council offices and at libraries) Interactive website	Media and publicity E-mails/Letters (to residents that responded to the stage 1 consultation) Final consultation document (available to view online, at Council offices and at libraries) Representation form	Media and publicity E-mails/Letters (to residents that responded to the stage 2 consultation) Focussed changes document – if needed (available to view online, at Council offices and at libraries)	Media and publicity E-mails/Letters (to residents that responded to the stage 2 consultation)
Hard to reach groups (see Chapter 6)	Media and publicity E-mails/Letter to schools and churches Offer to speak to groups of students Interactive website Letters/e-mails to special interest groups Representation form	Media and publicity E-mails/Letter to schools and churches Offer to speak to groups of students Interactive website Letters/e-mails to special interest groups Representation form	Media and publicity E-mails/Letters (to residents that responded to the stage 1 consultation) Final consultation document (available to view online, at Council offices and at libraries) Representation form	Media and publicity E-mails/Letters (to residents that responded to the stage 2 consultation) Focussed changes document – if needed (available to view online, at Council offices and at libraries)	Media and publicity E-mails/Letters (to residents that responded to the stage 2 consultation)

	Stage 0	Stage 1	Stage 2	Stage 3	Stages 4-6
Stakeholder Group	Consultation on the DPD Issues and Options	Consultation on the DPD: Preferred Options.	Consultation on the DPD: Proposed Submission Draft.	Notifications on the submission of the DPD for Examination by a Planning Inspector.	Communications about the process of examination and notification about the adoption of the DPD.
Other residents	Media and publicity E-mails/Letters (to residents on the Local Plan database Interactive website Representation form	Media and Publicity E-mails/Letters (to residents that responded to the stage 0 consultation Interactive website Representation form	Media and Publicity E-mails/Letters to residents that responded to the stage 1 consultation Representation form	Media and publicity E-mails/Letters (to residents that responded to the stage 2 consultation) Focused changes document – if needed (available to view online, at Council offices and at libraries)	Media and publicity E-mails/Letters (to residents that responded to the stage 2 consultation)
Technical Stakeholders					
Technical Stakeholders (including government agencies, neighbouring authorities and other technical/statutory consultees)	E-mail/Letters Meetings with relevant bodies. Consultation document (to be viewed online or paper copies provided on request) Workshops/discussion groups	E-mail/Letters Meetings with relevant bodies. Consultation document (to be viewed online or paper copies provided on request) Workshops/discussion groups	E-mail/Letters Final Consultation Document (to be viewed online or paper copies provided on request)	E-mails/Letters Focused changes document (if needed)	E-mails/Letters
Business, Landowners and Developers					
Business, Landowners & Developers	E-mails/Letters Meetings with relevant bodies. Consultation document (to be viewed online)	E-mails/Letters Meetings with relevant bodies. Consultation document (to be viewed online)	E-mails/Letters Consultation document (to be viewed online)	E-mails/Letters Focused changes document (if needed)	E-mails/Letters
Community Representatives					
District Councillors	Letters Consultation Document Representation Form	Letters Consultation Document Representation Form	Letters Consultation Document Representation Form	E-mails/Letters Focused changes document (if needed)	E-mails/Letters

	Stage 0	Stage 1	Stage 2	Stage 3	Stages 4-6
Stakeholder Group	Consultation on the DPD Issues and Options	Consultation on the DPD: Preferred Options.	Consultation on the DPD: Proposed Submission Draft.	Notifications on the submission of the DPD for Examination by a Planning Inspector.	Communications about the process of examination and notification about the adoption of the DPD.
Town & Parish Councils (including those adjoining Tendring)	Letters Consultation Document Representation Form Meetings with Councils affected by the new strategic allocations. Interactive website Opportunity for Town and Parish Councils to hold their own public meetings or exhibitions with assistance from TDC officers.	Letters Consultation Document Representation Form Meetings with Councils affected by the new strategic allocations. Interactive website Opportunity for Town and Parish Councils to hold their own public meetings or exhibitions with assistance from TDC officers.	Letters Consultation Document Representation Form	Letters Consultation Document Representation Form	E-mails/Letters
Other Community Groups (including voluntary groups, specialist groups, residents' groups and others)	E-mails/Letters (to residents on the Local Plan database Interactive website Representation form	E-mails/Letters (to residents that responded to the Stage 0 consultation Interactive website Representation form	E-mails/Letters to residents that responded to the stage 1 consultation Representation form	E-mails/Letters (to residents that responded to the stage 2 consultation) Focussed changes document – if needed (available to view online, at Council offices and at libraries)	E-mails/Letters (to residents that responded to the stage 2 consultation)

*Neighbour notification and/or site notice - This takes place on a non-statutory and discretionary basis. Neighbours are notified on the basis that, in the opinion of the Planning Officer, they are affected to a material extent by the proposed development. Normally such notifications will be limited to properties which share a common boundary with the proposed development site. However for some strategic development sites which have a greater impact on their locality it may, at the Planning Officer's discretion, be appropriate to notify properties on the opposite side of the road or to provide a site notice.

APPENDICES

Appendix A – The Tendring District Council Statement of Community Involvement (SCI) 2014.