

Copeland Local Plan 2013-2028: Revised Statement of Community Involvement (SCI) 2016

EXECUTIVE MEMBER: Councillor Lena Hogg

LEAD OFFICER: Chris Hoban

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PURPOSE OF REPORT

To inform members of the amendments made to the Revised Statement of Community Involvement (SCI) 2016 as a result of those representations received during the documents statutory public consultation exercise which took place between Monday 18 April and Tuesday 31 May 2016.

RECOMMENDATION

That Members:

1. Note the comments received and accept the amendments made to the Revised SCI 2016. The approved Revised SCI 2016 will then be presented to Full Council in September for adoption.

1.0 INTRODUCTION

- 1.1 The Revised SCI 2016 is produced by the Council's Strategic Planning Team as part of the Local Plan process. The document aims to set down how and when the Council will involve the local community in the planning process along with how the Revised SCI 2016 will continue to be monitored and reviewed over time.
- 1.2 The Revised SCI 2016 updates and will replace the original SCI adopted in 2008.
- 1.3 The Revised SCI 2016 identifies any changes in engaging with the community including changes to national planning policy and looks at the influence that the Local Plan has on planning and the roles played by the Borough Council, County Council and members of the community in connection with planning matters.
- 1.4 This report is intended to inform Members of the production process to date; the summary of representations received to the statutory consultation and how these

have been applied to the Revised SCI 2016 and; to inform Members of the next steps.

2.0 REVISED STATEMENT OF COMMUNITY INVOLVEMENT (SCI) 2016

- 2.1 The SCI is a Local Plan document which sets out the standards the Council will use to achieve meaningful consultation through engaging, informing and involving the community, consultees, stakeholders and other interested parties in a) the preparation, alteration and review of Copeland's Local Plan and b) the consideration of planning applications. The document's geographical focus is the Borough of Copeland, outside of the National Park.
- 2.2 It is a requirement of the Planning and Compulsory Purchase Act 2004 S.18 (as amended) for Local Planning Authorities to prepare a SCI and as such, a SCI was drafted and consulted on in 2006 and many of the representations received during that consultation period were incorporated into the adopted version of the SCI in January 2008. A copy of the original SCI 2008 can be referred to as a Background Paper to this report.
- 2.3 Since 2008 there have been changes in legislative requirements for consultation and in the way in which the Council carries out consultation. The procedures for producing and consulting on Local Plans have been simplified to take account of increased use of electronic communications. In view of these changes it has been necessary for the existing SCI 2008 to be revised.
- 2.4 A draft Revised SCI was produced in early 2016 setting out the requirement for the Local Planning Authority to revise the adopted SCI; changes in planning legislation; community involvement in the Local Plans process; community involvement in the Development Management process; monitor and review of the Revised SCI and; resources and useful sources of information. The draft Revised SCI 2016: Consultation Draft can be referred to as a background paper to this report.
- 2.5 The draft Revised SCI underwent a statutory public consultation exercise between Monday 18 April and Tuesday 31 May 2016 inviting comments from the community regarding the adequacy and content of the document.
- 2.6 The Council received a total of 19 representations from ten different respondents. A summary of representations received and the Council's proposed changes can be referred to in Appendix 1 of this report, while Appendix 3 contains the final Revised SCI 2016 for approval. Section 3.0 of this report provides a brief summary of the changes that have been made to support the production of the final Revised SCI 2016.

3.0 KEY ISSUES RAISED BY THE CONSULTATION

3.1 Of the 19 representations received in response to the draft Revised SCI 2016 statutory consultation five respondents were in support and had no further comments to make. No objections were put forward by the remaining respondents yet those respondents put forward their comments to improve the document. These comments are categorised under the following headings:

- Structure and layout of the Revised SCI 2016;
- Accessibility of information for members of the public;
- Statutory Consultees;
- Suggested additions revisions.

Representations relating to structure and layout of the Revised SCI 2016

3.2 Three representations suggested readdressing the format of the Revised SCI 2016 to include pertinent information on methods of consultation in the main body of the report rather than as an appendix; to include paragraph numbering throughout the report to assist future cross-referencing and; to re-order one paragraph to make information flow more easily for the reader.

3.3 The above suggestions have all been applied through amendments made to the Revised SCI 2016.

Representations relating to accessibility of information

3.4 Stressed through one representation was the need to make all Council documents available to the public and accessible to all member of the community including those that may be blind. Documents are requested to be uploaded in both Microsoft Word and Adobe PDF formats to enable the user to access a dictation service through the programme which would enable the document to be read out to the user.

3.5 Uploading two versions of the document onto the Council's website will now continue to be standard practice for all documents produced by the Strategic Planning team and additional wording added to the Revised SCI 2016 to demonstrate this.

3.6 A separate representation suggested adding planning applications to the Council's website and to ModGov. Members will be aware that ModGov provides a facility for anyone to access a range of information and documents relating to the Council's decision making processes, to find out about forthcoming Council meetings and decisions and obtain details of local political representatives.

3.7 The Council is currently in the process of developing more modern software to enable planning applications to be uploaded onto the Council's website and viewed

and/or downloaded by members of the public. This will be separate to the ModGov software however, the matter of ModGov is relevant in terms of members of the public accessing Council information and as such, information about ModGov has been added to the Revised SCI 2016 under the Resources section of the report.

Representations relating to statutory and non-statutory consultees

- 3.8 Two representations were submitted asking why some local organisations have been listed as statutory/non-statutory consultees and others have not. The team has chosen not to list specific organisations within the draft Revised SCI 2016 as this list would be extremely extensive and is subject to change on a regular basis which could quickly leave the Revised SCI 2016 out of date.
- 3.9 Where organisations have been specifically named this has been done so as a means of providing an example/s. To clarify this, a sentence will be added to this section of the Revised SCI 2016 stating that as the organisations provide examples, the list is not exhaustive.

Representations relating to suggested additions and revisions to the Revised SCI 2016

- 3.10 Approximately 8 representations received relate to suggested additions and revisions to the Revised SCI 2016 which concern to the order of wording; updated/replacement names for some organisations listed in the report; inclusion of a link to the Council's Planning Enforcement Manual; using industry specific wording and; removing reference to meetings or organisations that no longer exist.
- 3.11 All revisions and suggestions made have all been applied through amendments made to the Revised SCI 2016. More detailed information on representations received and the Council's response to those representations can be referred to in Appendix 1 of this report.

4.0 NEXT STAGES: FORMALISING THE REVISED SCI 2016

- 4.1 Following consideration of the representations received to the Draft Revised SCI 2016 between Monday 18 April and Tuesday 31 May 2016 a final Revised SCI 2016 has been produced and can be referred to in Appendix 2 of this report.
- 4.2 LDF Working Party Members are asked to note the representations received and accept the amendments made to the Revised SCI 2016.
- 4.3 Following its approval by the LDF Working Party the Revised SCI 2016 will be presented to Full Council in September for final approval and adoption.
- 4.4 Once adopted the Revised SCI 2016 will be used to guide how the Council will engage with the community on Local Plan documents and planning applications.

APPENDICES

Appendix One: Table of Representations received between Monday 18 April and Tuesday 31 May 2016.

Appendix Two: Copeland Borough Council's Revised Statement of Community Involvement 2016

BACKGROUND PAPERS

Copeland Borough Council Draft Revised Statement of Community Involvement 2016: Consultation Draft

Copeland Borough Council's Statement of Community Involvement 2008