

**Report to Local Plan Cabinet Committee
Cabinet**



Report reference: *LPC-001-2012/13*
Date of meeting: *2 July 2012*

**Epping Forest
District Council**

Portfolio: Planning

Subject: Local Plan - Statement of Community Involvement (SCI)

Responsible Officer: Sarah Kirk (01992 564732)

Democratic Services Officer: Gary Woodhall (01992 564470)

Recommendations/Decisions Required:

- (1) That the “Statement of Community Involvement” be approved for public consultation;
- (2) That, prior to publication, the Portfolio Holder for Planning be authorised to agree any further minor amendments which might be necessary; and
- (3) That the consultation period be commenced on Monday 8 July 2012 and run for 8 weeks until Friday 21 September 2012.

Executive Summary:

The Statement of Community Involvement outlines the different processes that will be engaged by the Council when determining a planning application or preparing a Local Plan. The document will inform the way the Council will consult and engage with both statutory and general consultees throughout the delivery of the Local Plan. It also gives an indication of how people can get involved at each stage of the process and where to find supporting information.

Reasons for Proposed Decision:

So that the Statement of Community Involvement can be published for public consultation, in order to meet statutory requirements of Local Plan preparation.

Other Options for Action:

To not agreed the SCI is published for consultation.

To recommend an alternative consultation period.

Report:

1. The National Planning Policy Framework (NPPF) identifies that “early and meaningful engagement and collaboration with neighbourhoods, local organisations and businesses is essential” (paragraph 155). The NPPF and the new Localism Bill have superseded PPS 12: Local Spatial Planning, which outlined in far more detail the criteria for public consultation. It was deemed that the fundamentals of PPS12 should be continued and any lessons learnt

from previous consultations incorporated into any new communication strategy.

2. The Statement of Community Involvement aims to identify the various different stages of the planning process for both Forward Planning and Development Control and how the Council will involve the public at these various stages. It is designed as an easy to follow guide to members of the public as to where to find extra information, how we will contact them and when as well as basic contact details for the Council. In more detail it includes:

- (a) what the key stages are for the delivery of the Local Plan;
- (b) how we will be approaching the various stages of consultation and links to our findings from previous consultations;
- (c) who our consultees are for the duration of the delivery of the plan;
- (d) where to find our supporting information;
- (e) Development Control procedures; and
- (f) General and Local Plan related contact details.

3. The detailed report has been submitted as an Appendix to this report and details all the above stages.

Resource Implications:

From existing Local Plan budget where costs are applicable, although majority of work has been conducted in-house.

Legal and Governance Implications:

The 2012 Planning Regulations state that an SCI must be prepared, and made available for consultation. Subsequently it must be adopted by the Council.

Safer, Cleaner and Greener Implications:

A Statement of Community Involvement will lead to a more efficient and informed public engagement and consultation, for the progression of the Local Plan. This will contribute to Safer, Cleaner, Greener objectives, by planning for sustainable development.

Consultation Undertaken:

Management Board 30 May 2012.

Background Papers:

Epping Forest District Council, Local Plan- Engagement Strategy.

Impact Assessments:

Risk Management

To consider any possible risk management issues for each decision made by the Cabinet, in order to promote a culture of risk management awareness.

Equality and Diversity

Did the initial assessment of the proposals contained in this report for relevance to the Council's general equality duties, reveal any potentially adverse equality implications? No

Where equality implications were identified through the initial assessment process, has a formal Equality Impact Assessment been undertaken? No

What equality implications were identified through the Equality Impact Assessment process?
There will be an EqIA completed for the Local Plan in July 2012

How have the equality implications identified through the Equality Impact Assessment been addressed in this report in order to avoid discrimination against any particular group?

N/A.