

---

Cabinet Member for Housing and Communities

12<sup>th</sup> February 2021

**Name of Cabinet Member:**

Cabinet Member for Housing and Communities – Councillor D Welsh

**Director Approving Submission of the report:**

Director of Streetscene and Regulatory Services

**Ward(s) affected:**

All

**Title:**

Consultation on the Draft Statement of Community Involvement

---

**Is this a key decision?**

No.

Although the matters within the report affect all wards in the city, it is not anticipated that the impact will be significant

---

**Executive Summary:**

This report seeks authority to consult for a six-week period on a revised Statement of Community Involvement (SCI).

The SCI is required by law. It sets out how the Council will engage communities and other interested parties in the planning process. It must be kept up to date and must be published on the Council's website.

The current adopted SCI was produced in 2012 and needs updating to reflect more recent changes in the planning system. A new SCI has been produced accordingly. Whilst there is no legal requirement to consult on an SCI, it is considered good practice to do so, and it is therefore proposed to consult on the draft SCI attached at Appendix 1, for a period of six weeks.

Responses will be analysed and taken account of when considering amendments which may be required. The proposed final version will be reported to Cabinet for adoption, at which point it will replace the previous version.

**Recommendations:**

The Cabinet Member for Housing and Communities is requested to:

1. Authorise a six week public consultation period to run from Monday 15<sup>th</sup> February to Monday 29<sup>th</sup> March 2021 on the draft Statement of Community Involvement.

**List of Appendices included:**

Appendix 1: Draft Statement of Community Involvement.

**Background papers:**

None.

**Other useful documents:**

None.

**Has it been or will it be considered by Scrutiny?**

No.

**Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?**

No.

**Will this report go to Council?**

No.

## **Report title: Draft Statement of Community Involvement**

### **1. Context (or background)**

- 1.1 The Planning and Compulsory Purchase Act 2004 (Section 18) requires Local Planning Authorities to produce a Statement of Community Involvement (SCI) which explains how they will engage communities and other interested parties in producing their Local Plan and determining planning applications.
- 1.2 The current SCI was adopted in 2012 and requires updating to ensure that it reflects current planning practice and guidance and provides resilience to enable consultation and engagement to adapt to exceptional and unforeseen circumstances as highlighted by the current Covid-19 pandemic.
- 1.3 The planning process has to comply with a variety of legal procedures in terms of public consultation and engagement. The SCI sets out how the Council will address these and how the public can expect to be engaged and kept informed. It also sets out local standards for consultation and engagement. This applies to both Planning Policy, setting out how the process will be undertaken when preparing new or revised policy documents, and to Development Management in relation to the planning applications process.
- 1.4 There is no legal requirement to consult on the review of an SCI, however Coventry City Council considers it is good practice to do so. Subject to authority to proceed, the SCI will be consulted on for a period of six weeks, running from Monday 15<sup>th</sup> February to Monday 29<sup>th</sup> March 2021. Due to Covid-19 restrictions this consultation will be publicised on the Council's website, via its social media channels, via press release, via raising awareness with local partnerships, organisations and community interest groups and by direct email to those individuals and organisations who have requested to be included on the planning consultation database.
- 1.5 Responses will be analysed and the SCI amended accordingly, before reporting to Cabinet for final adoption.

### **2. Options considered and recommended proposal**

- 2.1 The Cabinet Member may wish for the current SCI to remain in place. However, this is out of date as the planning system has changed considerably in recent years, and additionally there is now a requirement to review the SCI every five years to ensure it remains up to date. Therefore, this option is not recommended
- 2.2 The recommendation is to undertake a consultation on a new SCI, as per Appendix1, in order to conform with regulation and to ensure that the City Council effectively engages and consults with its communities.

### **3 Results of consultation undertaken**

- 3.1 No consultation has been undertaken as part of this report. However, the aim of the report is to ensure consultation takes place on the draft document.

### **4 Timetable for implementing this decision**

4.1 Consultation will take place for six weeks during February and March. Amendments will be considered during April, to allow for analysis of responses received. It is intended that a report will then be taken to Cabinet in June 2021 seeking adoption of the SCI.

## **5 Comments from the Director of Finance and the Director of Law and Governance**

### **5.1 Financial implications**

There are no financial implications associated with this report.

### **5.2 Legal implications**

5.1 There are no direct implications as a result of this report. Section 18 of the Planning and Compulsory Purchase Act 2004 requires local planning authorities to produce a Statement of Community Involvement, which should explain how they will engage local communities and other interested parties in producing their Local Plan and determining planning applications.

Under regulation 10A of The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) local planning authorities must review Statements of Community Involvement at least once every 5 years from their adoption date to ensure that policies remain relevant.

## **6 Other implications**

### **6.1 How will this contribute to achievement of the Council's Plan?**

Planning policy documents and planning applications help deliver the aims and objectives of the One Coventry Corporate Plan by determining the type and quantum of development needed, where this should be located, areas which should be protected, enhanced or improved and the infrastructure which should be provided. In line with the Corporate Plan, this enables the delivery of employment and investment opportunities, helping our centres to thrive, delivering a range of housing and infrastructure to meet the community's varied needs and ensuring the right facilities are in place to enable the city's profile to be raised. The SCI sets out how residents, businesses and other stakeholders and interested parties can have a say in the area in the planning processes which impact the area in which they live, work, study or visit.

### **6.2 How is risk being managed?**

There are no risks associated with this report. The report does, however, relate to consultation processes and procedures some of which would require individual risk assessments at the appropriate time, for instance when hiring a venue for a consultation event.

### **6.3 What is the impact on the organisation?**

No direct impact.

### **6.4 Equalities Impact Assessment EIA**

A full Equality and Impact Assessment (ECA) was undertaken as part of developing the Local Plan. As part of that analysis, the Council had due regard to its public sector equality duty under section 149 of the Equality Act (2010).

### 6.5 Implications for (or impact on) climate change and the environment

There are no implications identified.

### 6.6 Implications for partner organisations?

There are no implications identified.

#### Report author:

#### Name and job title:

Clare Eggington  
Principal Town Planner (Planning Policy)

#### Service

Streetscene and Regulatory Services

#### Tel and email contact:

Tel: 02476 972751

Email: [clare.eggington@coventry.gov.uk](mailto:clare.eggington@coventry.gov.uk)

Enquiries should be directed to the above person.

This report is published on the council's website:

[www.coventry.gov.uk/councilmeetings](http://www.coventry.gov.uk/councilmeetings)

Contributor/approver name	Title	Service	Date doc sent out	Date response received or approved
<b>Contributors:</b>				
Usha Patel	Governance Services Officer	Law and Governance	01.02.2021	01.02.2021
David Butler	Head of Planning Policy & Environment	Streetscene and Regulatory Services	01.02.2021	01.02.2021
Rob Back	Strategic Lead Planning	Streetscene and Regulatory Services	01.02.2021	02.02.2021
<b>Names of approvers for submission:</b> (officers and members)				
Cath Crosby	Lead Accountant, Business Partnering,	Finance	01.02.2021	01.02.2021

Clara Thomson	Planning and Highways Lawyer, Legal Services	Law and Governance	01.02.2021	02.02.2021
Andrew Walster	Director of Street Scene and Regulatory Services	-	01.02.2021	02.02.2021
Councillor D Welsh	Cabinet Member for Housing and Communities	-	04.02.2021	04.02.2021