


<p style="text-align: center;">London Borough of Hammersmith & Fulham</p> <p style="text-align: center;">CABINET</p> <p style="text-align: center;">2 NOVEMBER 2015</p>	
<p>STATEMENT OF COMMUNITY INVOLVEMENT IN PLANNING: ADOPTION OF DOCUMENT</p>	
<p>Report of the Cabinet Member for Environment, Transport & Residents Services - Councillor Wesley Harcourt</p>	
<p>Open Report</p>	
<p>Classification - For Decision Key Decision: Yes</p>	
<p>Wards Affected: All</p>	
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1. EXECUTIVE SUMMARY

- 1.1. This report concerns the adoption of the council's revised Statement of Community Involvement in Planning (SCI). The document must be adopted by resolution of Cabinet.
- 1.2. The SCI explains how and when the borough's community can be involved in the preparation of planning policy documents and in the consideration of planning applications.
- 1.3. In addition, the report notes that the council must announce both the adoption and availability of the SCI and other supporting documents

2. RECOMMENDATIONS

- 2.1 That Cabinet adopt the revised Statement of Community Involvement in Planning (see Appendix 2) as a local development document.

- 2.2 That Cabinet note that, the day after adoption of the SCI, officers shall make the SCI available for inspection. In addition, it shall be published on the Council's website for a period of no less than three months.
- 2.3 That Cabinet authorise officers to take all steps as required in accordance with the legislative provisions noted under Legal Implications.

3. REASONS FOR DECISION

- 3.1 The adoption of the SCI must be by resolution of the Cabinet.

4. INTRODUCTION AND BACKGROUND

- 4.1 Every local planning authority must prepare an SCI, which is seen by the government as a means of improving the quality of the planning process through greater community involvement. The council's existing SCI dates from 2013, since when a number of changes to planning legislation, national guidance and local practices have made it necessary to review and revise the document. In particular, the document updates how the council will involve the community in the consideration of planning applications, and provides additional information on neighbourhood planning and associated consultation requirements.
- 4.2 The revised SCI was subject to public consultation for 6 weeks ending in April 2015. The SCI was also considered by the Community Safety, Environment and Residents Services Policy and Accountability Committee (CSERSP) in April 2015. It received comments from 13 organisations and individuals during public consultation. These comments are included in Appendix 1 of this report in the schedule of representations and officers' responses (see Appendix 1).
- 4.3 The representations were generally supportive of the SCI and the council's proposals for community engagement. However, some representations, mainly on points of clarification rather than principle, have led to minor and technical changes of wording. In particular, further detail has been provided on consultation on planning applications to help involve people in decision making.

5. PROPOSAL AND ISSUES

- 5.1 The purpose of the SCI is to explain how and when the community can be involved in the preparation of planning policy documents (such as the Local Plan and Supplementary Planning Documents) and in the consideration of planning applications, including pre-application proposals and appeals.

6. OPTIONS AND ANALYSIS OF OPTIONS

- 6.1 The SCI is a local development document and as such its preparation and

adoption is governed by the Planning and Compulsory Purchase Act 2004 and regulations made by the Secretary of State.

7. CONSULTATION

- 7.1. The revised SCI was subject to public consultation for 6 weeks ending in April 2015.

8. EQUALITY IMPLICATIONS

- 8.1 The SCI actively takes into account the different needs of people and groups with protected characteristics, as well as the three aims of the public sector equality duty (PSED). For example, in developing an SPD, the Council will endeavour to provide the opportunity to take part in consultation on draft SPDs to all community groups including those that are more likely to be under-represented in public life such as women, disabled people, and BME groups.
- 8.2 More generally, the SCI aims to capture diverse needs when officers are consulting, in order to capture as much as possible at the start of consultations and development of policies.
- 8.3 Because the SCI captures the needs of different groups all the way through with the aim of ensuring that the PSED is addressed in our business activity, it is considered that an EIA is not necessary.
- 8.4 When officers use the SCI to develop policy or in the consideration of planning applications, EIAs may be needed as and when appropriate to the decision in hand at a later date.

9. LEGAL IMPLICATIONS

- 9.1 The SCI is a local development document and as such its preparation and adoption is governed by the Planning and Compulsory Purchase Act 2004 and regulations made by the Secretary of State. The revised SCI will replace the 2013 SCI.

Pursuant to sections 17(8)(a) and 23 of the Planning and Compulsory Purchase Act 2004 (as amended), the recommendation is that the SCI be adopted as a local development document.

The day after adoption of the SCI, the planning authority must make the SCI available for inspection and publish it on its website for a period of three months (pursuant to Regulation 35 of the Town and Country Planning (Local Planning) (England) Regulations 2012).

In preparing future local development documents (such as revisions to the Council's Local Plan or SPD), the Council must comply with the SCI (s.19(3) of the 2004 Act).

9.2 The adoption of the SCI must be by resolution of the Cabinet.

9.3 Implications completed by: Benita Edwards, Legal Services.

10. FINANCIAL AND RESOURCES IMPLICATIONS

10.1 The costs of adoption will be met from within existing revenue budgets in Policy and Spatial Planning Services.

10.2 Implications verified/completed by Gary Hannaway, Head of Finance (Environment), ext. 6071.

11. IMPLICATIONS FOR BUSINESS

11.1 The SCI will allow businesses, as part of the community, to understand how they can get involved in planning issues within the borough.

12. RISK MANAGEMENT

12.1 The subject of the report is not included on a departmental or corporate risk register.

13. PROCUREMENT AND IT STRATEGY IMPLICATIONS

13.1 None.

LOCAL GOVERNMENT ACT 2000 **LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT**

No.	Description of Background Papers	Name/Ext of holder of file/copy	Department/ Location
1.	None.		

List of Appendices;

Appendix 1 - Statement of Community Involvement 2015 - Representations Schedule

Appendix 2 - London Borough of Hammersmith and Fulham, Revised Statement of Community Involvement in Planning