

# Public Document Pack

**Date of meeting**      **Wednesday, 10th June, 2015**

**Time**                      **7.00 pm**

**Venue**                      **Committee Room 1, Civic Offices, Merrial Street,  
Newcastle-under-Lyme, Staffordshire, ST5 2AG**

**Contact**                      **Julia Cleary**

## **Cabinet**

### **AGENDA**

#### **PART 1 – OPEN AGENDA**

**1      DECLARATIONS OF INTEREST**

To receive declarations of interest from Members on items included in the agenda.

**2      MINUTES**

**(Pages 3 - 8)**

To consider the minutes of the previous meeting.

**3      Newcastle and Kidsgrove Town Centre Partnerships  
Nominations**

**(Pages 9 - 10)**

**4      Business Improvement District for Newcastle Town Centre**

**(Pages 11 - 16)**

**5      Playing Pitch Strategy**

**(Pages 17 - 28)**

**6      STATEMENT OF COMMUNITY INVOLVEMENT**

**(Pages 29 - 60)**

Please note that appendices 1 and 3 will be published on the website and will be available in the Members Room.

**7      URGENT BUSINESS**

To consider any business which is urgent within the meaning of Section 100B(4) of the Local Government Act 1972.

**8      ATTENDANCE AT CABINET MEETINGS**

**Councillor attendance at Cabinet meetings:**

- (1) The Chair or spokesperson of the Council's scrutiny committees and the mover of any motion referred to Cabinet shall be entitled to attend any formal public meeting of Cabinet to speak.
- (2) Other persons including non-executive members of the Council may speak at such meetings with the permission of the Chair of the Cabinet.

**Public attendance at Cabinet meetings:**

- (1) If a member of the public wishes to ask a question(s) at a meeting of Cabinet, they should serve two clear days' notice in writing of any such question(s) to the appropriate committee officer.
- (2) The Council Leader as Chair of Cabinet is given the discretion to waive the above deadline and assess the permissibility if the question(s). The Chair's decision will be final.
- (3) The maximum limit is three public questions at any one Cabinet meeting.
- (4) A maximum limit of three minutes is provided for each person to ask an initial question or make an initial statement to the Cabinet.
- (5) Any questions deemed to be repetitious or vexatious will be disallowed at the discretion of the Chair.

**Members:** Councillors Beech, Kearon, Turner (Vice-Chair), Williams, Shenton (Chair), Proctor and Rout

**PLEASE NOTE:** The Council Chamber and Committee Room 1 are fitted with a loop system. In addition, there is a volume button on the base of the microphones. A portable loop system is available for all other rooms. Should you require this service, please contact Member Services during the afternoon prior to the meeting.

**Members of the Council:** If you identify any personal training/development requirements from any of the items included in this agenda or through issues raised during the meeting, please bring them to the attention of the Democratic Services Officer at the close of the meeting.

**Meeting Quorums :- 16+= 5 Members; 10-15=4 Members; 5-9=3 Members; 5 or less = 2 Members.**

Officers will be in attendance prior to the meeting for informal discussions on agenda items.

**CABINET**

Wednesday, 25th March, 2015

**Present:-** Councillor Mike Stubbs – in the Chair

Councillors Mrs Beech, Turner, Williams, Mrs Shenton and Hambleton

1. **APOLOGIES**

Apologies were received from Cllr Kearon.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3. **MINUTES**

**Resolved:** That the minutes of the previous meeting be agreed as a correct record.

4. **PETITION FROM RESIDENTS REGARDING LAND AT THE BUTTS**

A report was submitted to inform Cabinet of the decision taken at the meeting of Full Council on 25th February 2015 in relation to a petition regarding Land at the Butts and matters relating to the Joint Local Plan and the Green Spaces Strategy.

**Resolved:**

a) That Cabinet note the decision made by Full Council at the meeting held on Wednesday 25th February 2015.

b) That Cabinet resolve to ask officers to review the matters raised by the petition and to bring a report for consideration at a future meeting.

c) That the petition organiser be kept informed about the process to be undertaken.

5. **ESTABLISHMENT OF A CABINET PANEL - CAPITAL**

A report was submitted requesting Cabinet to establish a cross-party Cabinet Panel to make recommendations to Cabinet to consider the spending priorities of the council's capital programme and to review asset disposals required to meet future capital expenditure commitments.

**Resolved:**

(a) That a Capital Programme Cabinet Panel be established with a membership of five appointed on the basis of political proportionality (Labour 3; Conservative 1; Liberal Democrat 1).

(b) That a portfolio holder be appointed to chair the panel.

(c) That the Group Leaders be requested to make nominations for membership of the panel from their respective groups in accordance with (a) above.

(d) That the Panel make recommendations to Cabinet in respect of the Council's future capital programme.

(e) That Cllr John Williams be the Chair of the Cabinet Panel

**6. ESTABLISHMENT OF A CABINET PANEL - CONCURRENT FUNDING**

A report was submitted requesting Cabinet to establish a cross-party Cabinet Panel to make recommendations to Cabinet regarding the concurrent funding paid to Parish Councils under Section 136 of the Local Government Act 1972.

The Portfolio holder highlighted the importance of setting up this Panel as soon as possible in order for the 2015/2016 grant to be agreed.

**Resolved:**

(a) That a cross party Cabinet Panel be established with a membership of five appointed on the basis of political proportionality (Labour 3; Conservative 1; Liberal Democrat 1).

(b) That the portfolio holder for Finance and Resources be appointed to chair the panel.

(c) That the Group Leaders be requested to make nominations for membership of the panel from their respective groups in accordance with (a) above.

(d) That the intention to put in place arrangements for the portfolio holder for Finance and Resources to make decisions in response to recommendations of the cross-party panel be noted.

(e) That it be noted that Part 3 of the council's constitution (Scheme of Delegation) will be amended to show the inclusion of this responsibility in the list of responsibilities for the exercise of Cabinet functions.

**7. HOUSING ALLOCATIONS POLICY REVIEW**

A report was submitted which presented proposed changes to the Joint Housing Allocations policy. The Review of the Joint Allocations Policy had been completed, having gone through a further 4 week period of consultation which ended on the 2nd March 2015. The report outlined the proposed changes to the policy and sought the approval of the revised Housing Allocations Policy.

**Resolved:**

That the revised Housing Allocations Policy be agreed.

**8. STAFFORDSHIRE COMPACT**

A report was considered regarding the Stafford Compact. Newcastle Borough Council was a signatory to the current Staffordshire Compact, which set out the

principles of a good working relationship between the public and voluntary/community sectors.

An updated version of the Staffordshire Compact was drafted by VAST and went out for consultation during autumn 2014.

Newcastle Borough Council had been asked to sign up to the new Compact in advance of it going out to consultation with a view to endorsing the general approach being taken.

**Resolved:**

That the revised Staffordshire Compact be endorsed

**9. FINANCIAL INCLUSION UPDATE**

A report was submitted advising members of the extent of financial exclusion and over indebtedness in Newcastle under Lyme and to update members on work being delivered by the Council and its partners contributing to the financial inclusion agenda.

The report sought approval for continuation and further development of work that would tackle both the causes and consequences of financial exclusion and over indebtedness in the Borough.

**Resolved:**

That Cabinet:

- a) Continue to support Officers to represent the Council and contribute to the work of the North Staffordshire Financial Inclusion Group (FIG) in order to ensure that the Borough benefits from the work set out in the FIG action plan.
- b) Endorse Officers in continuing to build on the work already undertaken to address issues faced by some of our most disadvantaged residents and to help to address wider social issues leading to positive outcomes. This focus of this work can be categorised into the following priorities;
  - i. Planning and responding effectively to the challenges of welfare reform;
  - ii. Contributing to and improving financial education
  - iii. Improving the access to financial services and affordable credit
  - iv. Improving the awareness of and access to quality debt advice and the promotion of savings and insurance.

**10. COMMUNICATIONS STRATEGY 2015 -2018**

A report was submitted to seek Cabinet approval for the Communications Strategy which covered the period 1 April 2015 to 31 March 2018. The document outlined how the Council would use good communications to build a stronger reputation, involve and inform residents, engage effectively with stakeholders and improve customer satisfaction.

**Resolved:**

That Cabinet approves the Communications Strategy 2015-18.

**11. NEWCASTLE PARTNERSHIP - ACCOUNTABLE BODY**

Following a report to Cabinet in February 2015, the report presented recommendations for approval to formalise the Borough Council's role as accountable body for the Newcastle Partnership.

This approval would enable the Partnership to progress locality commissioning activity on behalf of public sector partners in the Borough for the period 2015/16 and beyond.

**Resolved:**

- a) That Cabinet endorse the proposed 'Newcastle Partnership – Locality Commissioning - Roles and Responsibilities' document and accompanying letters of commitment from the County Council to therefore approve the formal appointment of the Borough Council as the accountable body for the Newcastle Partnership for the purposes of locality commissioning and as currently exercised under the Local Government Act (2000) relating to leading the co-ordination of Local Strategic Partnerships activity.
- b) That Cabinet authorise the Chief Executive, on behalf of the Borough Council, to sign the letter dated 27th February 2015 from Staffordshire County Council (SCC) (found at Appendix C), thereby authorising the transfer of up to £141,000 from SCC to the Borough Council for the purposes of locality commissioning and sign the 'Roles and Responsibilities' document at Appendix D.

**12. NEWCASTLE ECONOMIC DEVELOPMENT STRATEGY: YEAR THREE REVIEW AND YEAR FOUR ACTION PLAN**

A report was submitted requesting Cabinet to review progress made in taking forward the Borough's Economic Development Strategy, in particular by reviewing the progress in Year Three and considering the actions proposed in the Year Four Action Plan.

**Resolved:**

That the review of the Economic Development Strategy Year Three Action Plan be noted and that the Year Four Action Plan be approved following consideration of the Economic Development Overview and Scrutiny Committee recommendations.

**13. LOCALITY ACTION PARTNERSHIPS (LAPS) - FURTHER DEVELOPMENT**

A report was submitted that showed progress reports from each of the nine Locality Action Partnerships (LAPs), highlighting their achievements during the last twelve months in relation to the three key strategic themes prioritised by the Borough Council and its partners, namely:

- Health and Well-being
- Economic Development
- Stronger and Safer Communities

The report sought Cabinet approval for the further development and ongoing support to LAPs in the nine localities across the Borough.

**Resolved:**

That Cabinet:

- a) Acknowledges and endorses the progress reports produced by each of the nine Locality Action Partnerships (LAPs), which highlights their achievements during the last twelve months.
- b) Continues to support the work of the LAPs in the nine localities across the Borough and assists in enabling them to continue to contribute to the delivery of the Council's Co-operative Strategy through further development.
- c) Challenges the LAPs to;
  - a. proactively engage and contribute to Regeneration and Economic Development activity with Council Officers;
  - b. continue to share information, disseminate good practice and raise awareness of activity through the LAP Chairs group;
  - c. report further progress and activities back to Cabinet in 12 months to contribute to a further review of Council support.
- d) That a five member cross party Cabinet Panel (3 labour, 1 conservative and 1 liberal democrat) be set up to oversee the development of the LAPs.

**14. DISCRETIONARY RATE RELIEF**

A report was submitted requesting Cabinet to consider the granting of Discretionary Rate Relief in accordance with powers under Section 47 of the Local Government Finance Act 1988.

**Resolved:**

That, in accordance with Section 47 of The Local Government Finance Act 1988, Discretionary Rate Relief is either granted or refused as per the recommendations detailed in Appendix A of the report.

**15. IRRECOVERABLE ITEMS**

A report was submitted requesting Cabinet to consider items deemed irrecoverable. For a variety of reasons, from time to time, it was considered that certain items were unable to be recovered from debtors. When this occurred, it was necessary to write off these balances from the appropriate Council account records.

**Resolved:**

That the items detailed at Appendix A be considered irrecoverable for the reasons stated and be written off.

**16. URGENT BUSINESS**

There was no urgent business.

**COUNCILLOR MIKE STUBBS**  
**Chair**



Classification: NULBC UNCLASSIFIED

**REPORT TITLE** Newcastle and Kidsgrove town centre partnership nominations

**Submitted by:** Chief Executive

**Portfolio:** Town Centres, Business and Assets

**Wards affected:** Predominantly Town, predominantly Kidsgrove

## **Purpose of the Report**

Following the election of a Leader of the Council at the Annual Meeting on 20 May 2015, the Leader set out arrangements for Cabinet portfolios and details of Portfolio Holders. The Leader has confirmed a portfolio for Town Centres, Business and Assets which includes responsibility for the town centre partnerships in the Borough.

This report recommends that with immediate effect the Portfolio Holder with responsibility for town centres, currently the Portfolio Holder for Town Centres, Business and Assets, be the nominated person to represent the Council on the Newcastle Town Centre Partnership and also the Kidsgrove Town Centre Partnership.

## **Recommendation**

That the Portfolio Holder with responsibility for town centres, currently the Portfolio Holder for Town Centres, Business and Assets, be the nominated person to represent the Council on the Newcastle Town Centre Partnership and also the Kidsgrove Town Centre Partnership.

### 1. **Background**

- 1.1 When the Newcastle Town Centre Partnership was established the Council was given a single nomination right to the Board of the Company. Identical provisions were made when the Kidsgrove Town Centre Partnership was established.
- 1.2 In March 2012 the Cabinet approved the Borough Council becoming a corporate director of the Newcastle town centre partnership company and nominated the Portfolio Holder for Regeneration and Planning to represent the Council on the company board.
- 1.3 In October 2013 the Cabinet approved the Borough Council becoming a corporate director of the Kidsgrove town centre partnership company and Cllr Mrs Bates to represent the Council on the company board.
- 1.4 There is a related item on the agenda for this meeting which deals with the issue of a nomination to the Newcastle Business Improvement District company board.

### 2. **Financial Implications**

- 2.1 There are no financial implications arising from approving the recommendation.

### 3. **Legal and statutory implications**

- 3.1 The Council already has a nomination right to the Boards of the Newcastle Town Centre Partnership and the Kidsgrove Town Centre Partnership. This report amends

the Council's nominee on the Newcastle and Kidsgrove town centre partnership companies in line with the current portfolio responsibilities.

**NEWCASTLE-UNDER-LYME BOROUGH COUNCIL**

**EXECUTIVE MANAGEMENT TEAM'S REPORT TO CABINET**

**Date 10th June 2015**

**HEADING**                                 **Assessment of the Newcastle Town Centre Business Improvement District (BID) Business Plan**

**Submitted by:**                         **Joanne Halliday**

**Portfolio:**                               **Town Centres Business and Assets**

**Ward(s) affected:**                     **Newcastle Town**

**Purpose of the Report**

To consider the business case for the establishment of a Newcastle Business Improvement District (BID) for the town centre.

**Recommendations**

**That Cabinet considers the full assessment of the business case and cost to the Council as a rate payer and authorises the Executive Director Regeneration and Development in-consultation with the Portfolio Holder for Town Centres Business and Assets nominated as the Council's representative to vote in favour of the Business Improvement District.**

**That it be agreed for the Council to become a member of the Newcastle Business Improvement District Company with the Portfolio Holder for Town Centres Business and Assets nominated as the Council's representative.**

**Reasons**

In September 2014 Cabinet agreed to the principle of the Business Improvement District with the Portfolio Holder authorised to work with partners within the Town Centre Partnership to progress the proposal to a formal ballot. The Town Centre Partnership has formulated a Business Plan which sets out what the BID intends to achieve within the defined boundary for the set levy. It is appropriate that the Council considers the full financial implications in its capacity as a rate payer responsible for several key buildings within the area and to consider the full business case.

**1. Background**

1.1 Earlier reports have identified that a Business Improvement District (BID) would provide Newcastle town centre with a longer term funding model to sustain activities and improvements in the town centre that local businesses want (to enhance the fortunes of the town centre economy).

1.2 A BID is a defined area within which companies paying Business Rates (National-Non Domestic Rates) decide on new improvements to help transform their area and fund them via a levy. Improvements are made using the funding from the levy if the majority of ratepayers in a designated area approve them through a vote. This enables businesses to have a direct role in deciding what improvements should be made in their local area. The vote is open to business rate payers within the defined area - if a majority of those who vote, both by number and by rateable value, approve the proposal, the levy becomes mandatory on all defined ratepayers and is treated as a statutory debt. The BID can consider whether to exclude businesses whose rateable value falls below a certain threshold. Businesses will also influence how much money they want to pay towards the BID. On average this levy is

usually between 1 and 2% of the rateable value. This funding is ring-fenced to deliver the outcomes and actions set out in the Business Plan that businesses have voted for.

- 1.3 The BID will deliver the changes and improvements that businesses in the area identify; these might include a wide range of activities and events which help to drive customer visits and encourage longer dwell-time. However it is important to remember that the BID will not replace the existing services provided by the Borough Council. After five years, the businesses will re-vote on whether they want the BID to continue and what they want to improve over the next five years.
- 1.4 Due to the likely positive contribution that a Town Centre BID would have on the economic fortunes of the area and residents satisfaction with the town centre, the Council has remained supportive of the proposal as a matter of principle.
- 1.5 In February 2015 the TCP notified the Secretary of State and the Council as billing authority that it intended to hold a ballot commencing in June 2015. In line with the legislation the Council will operate a ballot from 17th June to 5pm, on 16th July. As a rate payer the Council is eligible to vote for each property for which it pays business rates. The exact list of affected Council properties can vary due to the number of vacant commercial units that it owns in the town centre at the time. Further information is outlined in the Financial and Resources Implications section below.
- 1.6 The BID Company has to focus on the delivery of the Business Plan for which the local businesses have voted upon. This means that it will focus on the direct delivery of service improvements and will hold operational discussions with partner agencies. The BID Company will not discuss strategic issues or wider issues such as provision of student accommodation; this will remain the objective of the Newcastle Town Centre Partnership, who are able to have a much wider remit and membership including businesses outside of the BID boundary such as the University and New Vic Theatre.

## 2. Issues

- 2.1 On 19th May 2015 the TCP launched the BID Business Plan which sets out the key objectives, activities and results to be delivered with the levy funding. The full Business Plan is available on request but is summarised below.

The 3 strategic objectives, funding and projects are:

- 1) Promote Newcastle-under-Lyme

To develop and promote the strengths and characteristics of Newcastle-under-Lyme as a vibrant, university, market town and build awareness of its retail, leisure and professional service sectors and its College, locally and regionally.

The Business Plan allocates £396,000 over 5 years which will deliver projects on brand development, marketing, media campaigns, campaigns to co-ordinate key retail periods and trading opportunities, a loyalty scheme, professional services support, cultural and leisure opportunities, and greater association with colleges and University.

- 2) Develop the distinctive Newcastle Experience

To develop the distinctive, safe, attractive and appealing experience for visitors, students, residents and workers in Newcastle-under-Lyme to enjoy.

£676,700 is allocated over 5 years in the business Plan to deliver uniformed rangers to improve visitor support and business communication, develop a safe evening economy with

the Police, work with car park operators to deliver services to meet business needs, improve pedestrian flow, develop specialist markets and events, support initiatives which improve the public realm.

3) Growth, Development and Investment

To build on the strengths of the businesses and organisations of Newcastle-under-Lyme, to support growth, development investment and a sense of business community.

The Business Plan allocates £128,500 over 5 years which will support businesses to work together to reduce costs, develop skills to improve performance, encourage investment and co-operate to build on the town's strengths and brand.

2.2 To assess the business case for the Council as a rate payer it is important to consider both the benefits to the Council as a commercial business operator and the wider regeneration benefits to our residents and local businesses. A number of key considerations are set out below.

- Property management

The Council manages a number of properties in the town centre (including the Street Market) and, like all landlords, needs to attract tenants which, in turn, will attract customers in sufficient volume and type to operate financially viable businesses. The Council has very limited resources to invest in marketing and media campaigns to promote the town to potential tenants and customers. It is also recognised that when companies come together they can often procure marketing more favourably. The BID marketing proposals to promote Newcastle town ensures that all businesses, including the Council, are able to benefit.

- Leisure and culture

The Council delivers key leisure and cultural services in the town including J2 and the Museum / Art Gallery. Promotion of these facilities and increasing customer usage will support the delivery of these services. Similarly the Council has the newly refurbished market which operates 6 days a week, which has the potential to be enhanced through the development of specialist markets assisted by the BID.

- Skills development

The BID identifies activities to develop a range of skills to improve business performance which in turn will improve customer service within town centre businesses and enhance their viability / sustainability. This should be welcomed by the Council and other businesses.

- Increasing the customer base

Viable and thriving town centres need a varied offer that can attract and keep a range of loyal customers. It is recognised through the market's customer research that we have an ageing loyal customer base and, whilst it is important to retain these, the Council needs to be actively seeking to attract new customers, particularly to support other economic development objectives such as attracting international students to live within the town centre. The BID seeks to engage with the colleges and Universities and to develop a broader offer to attract young customers to the town centre.

- Events

From a wider regeneration assessment it is worth comparing what has been achieved through the Town Centre Partnership and how the BID company could make events and marketing sustainable for the next 5 years. A significant part of the TCP funding has been allocated to delivering events; a wide range of activities have been provided from the Lymelight Festival through to the Christmas Spectacular. The scale and nature of these

events could not be provided by the Council and importantly are valued by our residents as they enhance the town centre offer.

- **Marketing**

Development of a brand and the range of promotional activities which the BID company could deliver will increase footfall from a more diverse customer base. The Council would not be able to deliver anything approaching this level of activity given its limited marketing resources.

- **Professional Services**

In the past, ST5 had one of the highest concentrations of professional service companies in the West Midlands outside of Birmingham and many small, but successful companies still operate on the edge of the town centre. These are important to the economic well-being of the Borough and the support offered through the BID levy will encourage future inward investment and job creation.

- **Safety**

The Council has proactively worked with partners to develop a safe environment, including the achievement of Purple Flag status but it needs to continue to build on this work. The BID company plans to work with partner agencies including the Police to support a safe evening economy and to support investment that builds on the strengths of the town. The Council seeks to maintain the public realm to ensure the town centre feels welcoming however it is acknowledged that the limited resources available make it difficult to invest in new facilities and environmental improvements. Voting for and payment of the levy will therefore deliver improvements that would otherwise not occur, including the potential of the BID company to bid for funding not available to the Council.

### **3. Proposal and Reasons for Preferred Solution**

- 3.1 The September Cabinet report agreed that the Executive Director (Regeneration and Development) would be authorised to vote in consultation with the Portfolio Holder for Town Centres Business and Assets. Taking into account the positive improvements that the Business Plan can deliver against the costs to the Council as rate payer it is recommended that the Council votes in favour of the BID. It is considered that a 'no' vote puts the town centre economy at risk of decline at a critically important time when there is evidence of improved overall performance and investment being made into other competing town centres in our wider catchment.

### **4. Expected Outcomes and Timescales**

- 4.1 The BID votes will be counted from 17th July with the results announced as soon as practically possible. Subject to a positive vote a BID company will be established to commence for 1st October 2015. It is best practice that the Council would become a member of this company and work alongside the BID to continue delivering services to support the town centre. It is therefore recommended that the Portfolio Holder for Town Centres Business and Assets is nominated as the Council's representative to sit on the BID Company.

### **5. Outcomes Linked to Sustainable Community Strategy and Corporate Priorities**

- 5.1 The Council Plan identifies the Economic Development Strategy as one of the three main local strategies to delivery of the Council priorities. Supporting proposals to enhance the economic fortunes of the town centres is a corporate priority and as such it is appropriate that the Council allocates officer and member support.

6. **Legal and Statutory Implications**

6.1 The establishment of a Business Improvement District must be undertaken in line with the regulations; Part 4 of the Local Government Act 2003 and Statutory Instrument 2004 No. 2443 - Business Improvement Districts Regulations.

7. **Financial and Resource Implications**

7.1 The TCP has sought to balance the ambitions of businesses in the BID plan against the affordability of the levy and the requirement to ensure that the BID is able to deliver best value. The levy has been set to take into account the size of the businesses and to take account of whether they are inside or outside of the ring road.

7.2

Rateable value of Business	Levy Charge for Businesses inside the ring road	Levy Charge for Businesses within the BID area but outside of the ring road
£10,000 or more	1.5%,	1.0%
Between £2,999 and £10,000	£150	£100
Less than £3,000	Will not be charged but will be encouraged by the TCP to enter into a voluntary arrangement direct with the BID company so that they can benefit from the full range of services provided by the BID	

The liable person is the ratepayer liable for the occupied or empty properties.

7.3 The BID financial year will start on 1st April and the levy is to be paid in full in advance, the payment date being the 1<sup>st</sup> October in year one then 1st April in subsequent years. There will be an annual inflationary increase on all levy charges; this will be a minimum of 2% increase year on year or the inflation percentage as determined by the Consumer Price Index, whichever is greater. The Business Plan has been developed to take into account the levy collection rate and procedures have been agreed to confirm the approach to non-payment including reminders and enforcement procedures. The BID Company will be responsible for confirming to the Council debt write off.

7.4 The key buildings in the town centre which the Council pay business rates on are: Jubilee 2, the Civic Offices, Guildhall, the Depot, Lancaster Buildings, properties on Merrial Street and Fogg Street, the bus station, town centre car parks and market stalls. Some of these properties are part of the Council's commercial portfolio and are let to private businesses; where this occurs the private business will be liable for the BID levy, (if the property is empty then the Council is liable). The following financial assessment has been taken as a snapshot for the purpose of this report and there will be minor differences in the overall costs dependent on vacancy rates.

7.5 The cost to the Council as ratepayer based on current occupancy of the premises will be approx. £25,000 per annum and this requirement will need to be factored into the next MTFs and future revenue budgets.

8. **Major Risks**

- 8.1 Clearly it is important that the Council is able to vote in support of the BID Business Plan and budget for the BID levy as the delivery of the Business Improvement District provides a sustainable model for the continuation of the investment in the town centre. There is a risk that businesses will not vote for the BID, the TCP will then have to review the Business Plan to assess if whether a further ballot should be undertaken. There is a significant risk that not establishing a BID would damage the medium to long term economic fortunes of the town centre.
- 8.2 The delivery of the Business Plan will be the responsibility of the BID Company, employment of staff to deliver activities identified in the Business Plan will be undertaken by the BID Company.

9. **Earlier Cabinet/Committee Resolutions**

- 9.1 September 2014 – Cabinet agreed to support the principle of the BID and the approach to the ballot process.

10. **Background Papers**

- 10.1 The Business Improvement District Business Plan (available online at [www.visitnewcastleunderlyme.co.uk](http://www.visitnewcastleunderlyme.co.uk) or on request from the Regeneration and Economic Development Team)



**CABINET**

**10th June 2015**

**REPORT OF THE EXECUTIVE MANAGEMENT TEAM**

- Report Title:** Newcastle under Lyme Playing Pitch Strategy 2015 – 2020
- Submitted by:** Executive Director – Operational Services
- Portfolios:** Primarily Leisure, Culture and Localism, but also Planning and Assets and Environment and Recycling
- Ward(s) affected:** All

**Purpose of the Report**

To seek approval to adopt the Newcastle-under Lyme Playing Pitch Strategy 2015-2020

**Recommendations**

**It is recommended:**

- a) That Cabinet approve the Newcastle under Lyme Playing Pitch Strategy 2015 – 2020 (PPS) which will be the basis for making strategic decisions on future playing pitch provision and associated facilities across the Borough.
- b) That public consultation be carried out on any surplus sites arising from the strategy, that are subsequently not required to meet Greenspace requirements, in accordance with the agreed consultation process set out in the Councils Asset Management Plan.
- c) That Cabinet agree that a review of the PPS is carried out by the Steering Group on an annual basis and that any significant changes are reported to Cabinet, to ensure that identified local priorities continue to be achieved.

**Reasons:**

The PPS sets out the Council's strategy for identifying and meeting the playing pitch and associated facilities needs of the Borough from now through to 2020. It considers how well the existing playing pitch provision and associated facilities meet the needs of communities in terms of supply and demand throughout this time period.

The PPS identifies key areas of improvement to address the needs of the different sports, actions to improve existing sites, and recommends the disposal of sites that are of no value to sport.

The PPS forms part of the evidence base required in the development of the Joint Local Plan.

**1. Background**

- 1.1 The last assessment of playing pitch provision in the Borough was carried out in 2006 in accordance with national guidance as set out in Planning Policy Guidance 17: Planning for Open Space, Sport and Recreation Strategy (PPG17 Study).
- 1.2 PPG17 has now been replaced by the National Planning Policy Framework (NPPF) and Sport England has subsequently revised their PPS guidance for assessing needs and opportunities. The Newcastle-under-Lyme PPS 2015-2020 follows this guidance.
- 1.3 In order to drive forward the review of playing pitch provision in the Borough a steering group was established involving representatives from a range of internal teams and external partner organisations who have a role in shaping the future provision of playing pitches in the Borough:
  - **Internal teams:** Leisure and Cultural Services, Operational Services, Planning and Development and Assets and Regeneration.
  - **National Governing Bodies of Sport:** Staffordshire County Cricket Board, Staffordshire Football Association, Rugby Football Union and England Hockey.
  - **Partner Organisations:** Keele University, Newcastle College, Sport across Staffordshire and Stoke on Trent (County Sports Partnership), Sport England and Staffordshire County Council.
- 1.4 The Steering Group developed a brief for the delivery of the PPS and subsequently specialist advice was commissioned from Knight Kavanagh and Page Ltd. (following procurement in accordance with Sport England's Procurement framework) to ensure that the preparation of the PPS was in accordance with Sport England's revised methodology (paragraph 1.2 refers).
- 1.5 The PPS guidance covers both natural and artificial pitches, which are used for football, cricket, rugby union and hockey. The strategy also covers bowls, netball and tennis. The strategy therefore covers the wide range of pitch sports available in the Borough.
- 1.6 The completed PPS identifies local priorities which can be used to direct resources and guide planning policy. However the steering group have had to commit to an on-going review of the strategy and its' action plan to ensure it remains current and that where improvements /investment is recommended, proposals are viable and deliverable.
- 1.7 The implementation of the Strategy is dependent upon a range of funding streams, including the receipt of developer contributions collected via section 106 obligations and the community infrastructure levy (CIL). The Council is not yet committed to introducing a CIL, but because of competing priorities between CIL projects, it is anticipated that this source of funding will be limited. There is also an increased difficulty in securing developer contributions via section 106 agreements. This is because stringent tests, must be applied before a section 106 contribution can be sought and the potential impact on a scheme's viability.

- 1.8** It therefore needs to be recognised that both sources of developer contributions cannot be relied upon. Similarly the likely level of funding from the National Governing Bodies is unknown at this stage. Nevertheless, for the Joint Local Plan to be sound it needs to be supported by an Infrastructure Delivery Plan which will identify priority projects for funding supported with realistic funding options. It is therefore necessary to commit to reviewing the Action Plan to refine the information on costs and potential funding in order to provide a robust evidence base for the Joint Local Plan.
- 1.9** The draft strategy and the recommendations set out were considered by the Active and Cohesive Communities Overview and Scrutiny Committee at its meeting on 24<sup>th</sup> March 2015.

Members agreed with all of the recommendations contained within the Strategy and resolved:

(i) That it be recommended that the Cabinet approve the Newcastle-under-Lyme Playing Pitch Strategy 2015-2020 (PPS) which will be the basis for making strategic decisions on future playing pitch provision and associated facilities across the Borough.

(ii) That a review of the PPS be carried out by the Steering Group on an annual basis and that any significant changes be reported to Cabinet, to ensure that identified local priorities continue to be achieved.

## **2. Issues**

- 2.1** Playing pitches are an important resource in enabling healthy and active lifestyles in our communities. Good quality, accessible and suitable playing pitches with ancillary facilities provided in the right locations, deliver important opportunities for residents to participate in sporting activities at different levels. A priority of this Council is to support and encourage residents of all ages to stay fit and active and in doing so help avoid the pitfalls of inactivity and sedentary lifestyles which can contribute to poor health and affect quality of life.
- 2.2** There are a significant number of playing pitches within the Borough, used by a wide variety of organisations for an array of sports. These pitches are typically owned and managed by public sector bodies, educational establishments, the private sector, sports clubs and not for profit organisations.
- 2.3** The overall demand for, and nature of, the use of playing pitches and associated facilities in the Borough has changed since 2006 and is likely to change in the future. This can be attributed to a number of factors including new housing developments, differing participation rates in sport and an evolution in how individual sports and playing pitches are managed, along with changes to the Borough's demographic profile.
- 2.4** The PPS provides an up-to-date assessment of how well the current supply of playing pitches is meeting current levels of demand from communities. It identifies key actions for specific sites concerning their ongoing maintenance and improvement to meet the needs of individual sports and communities.

**2.5** The PPS sets out to achieve a number of outcomes as detailed below:

- To identify current supply and demand for playing pitches
- To identify current and future predicted unmet demand.
- To establish, protect and enhance strategic multi pitch facilities.
- To form part of the Joint Local Plan evidence base.
- To identify potential funding opportunities to enhance outdoor sports facilities in the Borough.
- To identify lapsed sites that are not required to meet current or future demand for sport.

**2.6** The PPS has highlighted the following findings for the following sporting activities:

**Football:**

- a) There are a number of underused football pitches resulting in high levels of spare capacity in the Borough.
- b) Where pitches are of a poor quality these are typically located on educational sites.
- c) There is a growing demand in the Borough for youth pitches coupled with insufficient current and future supply. However this could easily be addressed through reconfiguration of pitch markings or over marking existing adult pitches.
- d) On a number of sites there is a requirement to improve drainage, and to provide or enhance changing facilities to meet future demand.

**Cricket:**

- a) Typically the cricket pitches in the Borough are of a poor or standard quality due to the fact that they are overplayed.
- b) Overall there is a shortfall of eight cricket wickets in the Borough. However the shortfall could be addressed by clubs using educational sites, increasing the number of wickets at some clubs, and improved maintenance regimes allowing pitches to be used more throughout the cricket season.

**Rugby Union:**

- a) Typically the rugby pitches in the borough are of a poor or standard quality due to the fact that they are overplayed.
- b) There is a shortfall of rugby pitches in the Borough to meet current and future demand. However this could be addressed by clubs using educational sites and through reconfiguration of pitch markings on sites that currently accommodate football.

**All Weather Pitches:**

- a) Typically the all Weather Pitches in the Borough are of a standard or good quality.
- b) There is an adequate supply of suitable artificial grass pitches for hockey (to meet current and future demand) that are played to capacity but a shortfall in the supply to meet the demand for 3G pitches for football. However this shortfall in supply could be addressed through the improvement of all-weather pitches on educational sites and the PPS has identified there is a willingness to do so both at Keele University and Kings School Kidsgrove subject to adequate funding being in place.

**Crown Green Bowling:**

- a) There are a number of underused bowling green's resulting high levels of spare capacity.
- b) In most instances where sites are being used by clubs they should be supported to attract new members, particularly juniors and quality standards maintained to ensure their long term sustainability.
- c) Where bowling greens have little demand or are not being used, consideration should be given to their disposal or ceasing their maintenance programmes.

**Tennis:**

- a) There are a sufficient number of tennis courts to meet current and future demand.
- b) Typically tennis courts are of a poor or standard quality and at risk of deteriorating. Where tennis courts are of a poor quality these are typically on educational sites
- c) Priority for investment in tennis courts should only be made on sites where there is a latent demand or there is an opportunity to increase site capacity.

**Netball:**

- a) There are a sufficient number of netball courts to meet current and future demand in the borough, and these are typically located on educational sites.
- b) Priority for investment should be linked to those sites where there is the opportunity to supplement indoor netball provision.

**2.7 Impact of the review on specific locations**

Taking into account the points highlighted in section 2.6 the PPS has identified the following sites as low quality single pitch locations that are not required to meet current or future predicted demand for sport:

- Black Bank, Knutton
- Crackley Bank Recreation Ground, Chesterton

- Knutton Recreation Centre Bowling Green, Tennis Courts and three-quarter size 3G pitch
- Arnold Grove, Bradwell

**2.8** The review of sites also identifies four lapsed former playing pitch locations which have not been used for playing pitch purposes for a considerable length of time. (In three cases approaching a decade and in the other approaching a quarter of a century). In terms of assessing current provision, these sites have not been included in the calculation as they are in effect no longer playing pitches.

- Knype Way, Bradwell
- Sheldon Grove, Holditch
- Park Road, Silverdale
- Gloucester Road, Kidsgrove

These sites will be assessed as part of the Council's Green Space Strategy in terms of whether they are required in whole or in part to meet the agreed local standards for future green space provision.

In accordance with the principles of the Councils Asset Management Strategy, (approved in January 2014) if these sites are not required for operational purposes to meet local standards for Greenspace, then they will be deemed as surplus and should be considered as part of the Asset Management Plan process in terms of potential sites for disposal.

The Asset Management Plan provides for consultation to be carried out as a key step in the process before a decision is taken to dispose of any surplus asset.

Public consultation be carried out on any surplus sites arising from the strategy that are subsequently not required to meet Greenspace requirements in accordance with the agreed consultation process set out in the Councils Asset Management Plan. A copy of the consultation flow chart is attached to this report.

**2.9** There is a requirement for regular monitoring and review against the actions identified in PPS. This will be undertaken annually by the steering group. The review will also contribute to the information relied upon during the independent examination of the Joint Local Plan.

### **3. Proposal**

**3.1** That Cabinet approve the Newcastle under Lyme Playing Pitch Strategy 2015 – 2020 (PPS) which will be the basis for making strategic decisions on future playing pitch provision and associated facilities across the Borough.

**3.2** That a review of the PPS is carried out by the Steering Group on an annual basis and that any significant changes are reported to Cabinet, to ensure that identified local priorities continue to be achieved.

### **4. Reasons for the Preferred Solution**

- 4.1 The PPS sets out the Council's strategy for identifying and meeting the playing pitch and associated facilities needs for the Borough between 2015 and 2020. It considers how well the existing playing pitch provision and associated facilities meet the needs of communities within the Borough in terms of supply and demand.
- 4.2 The PPS identifies key areas of improvement to address the specific needs of the different sports, actions to improve existing sites where appropriate, and recommends the disposal of sites which do not make a strategic contribution in meeting current or future demand for sport.
- 4.3 The PPS forms part of the suite of documents that are needed to contribute to the evidence base required in the development of the Joint Local Plan. The PPS also satisfies the majority requirements of the NPPF by identifying what the local priorities are. To remain relevant the PPS needs to be accurately maintained and developed further to identifying the necessary resources to fund priced up improvement plans to meet future demand.

## **5. Financial and Resource Implications**

- 5.1 There are no immediate financial implications arising from adopting the PPS.
- 5.2 Whilst protection is justified for the majority of the sites, a number are unused (for over ten years) or disused (for over five years) and have no value for sport. Their future will be considered under the Green Space Strategy and disposal, in whole or in part, could result in a capital receipt for the Council.
- 5.3 The PPS also provides a basis to seek future external funding for improvements to playing pitches and associated facilities. Although further work by the steering group is required because of the current uncertainty around developer contributions either through Section 106 Agreements or the Community Infrastructure Levy, if adopted by the Council.

However, any contributions will need to be both directly related to a development, as well as, 'fair and reasonable in scale'. It should be noted that there are no longer National Standards for developer contributions arising from new planning applications, as the NPPF emphasises the importance of identifying local priorities according to local need. This is one of the main reasons why the PPS needs to be kept updated as it will be relied upon by Sport England in their role as a statutory consultee.

- 5.4 Should it be identified that there is a requirement for the Council to make a financial contribution to projects, this will be considered as part of the Newcastle Capital Investment Programme.

## **6. Outcomes Linked to Corporate Priorities**

- 6.1 The efficient management and operation of outdoor sports provision contributes towards the following corporate priorities:
  - A healthy and active community
  - A cooperative council, delivering high quality community driven services.
  - A clean, safe and sustainable Borough

- A Borough of opportunity.

**7. Legal and Statutory Implications**

- 7.1** The PPS follows the latest Sport England methodology and will be a key strategic document which will inform the Joint Local Plan.

**8. Major Risks**

- 8.1** The PPS enables the Council to manage the risks when making strategic decisions concerning the provision of playing pitches and associated facilities in the Borough.

**9.0 Appendices**

- 9.1** Appendix 1 – Approach to Consultation



**9. Key Decision Information**

9.1 This is a key decision and appears on the Council's forward plan.

**10. Previous Cabinet Decisions**

10.1 None.

**11. Background Papers**

11.1 Newcastle-under-Lyme Playing Pitch Strategy 2015-2020

11.2 Asset Management Plan

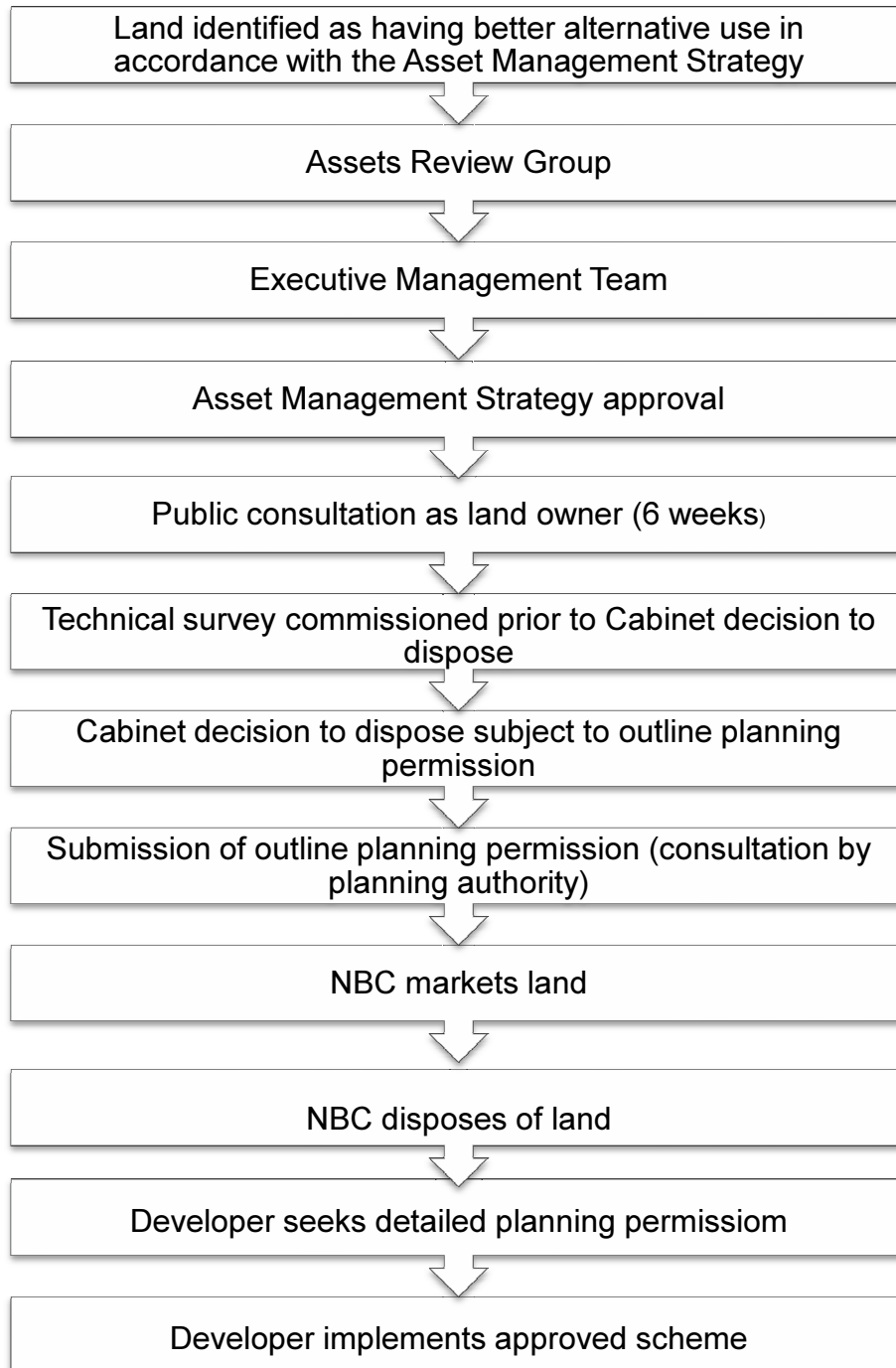
**12. Management Sign-Off**

Each of the designated boxes need to be signed off and dated before going to Executive Director/Corporate Service Manager for sign off.

	Signed	Dated
<b>Financial Implications Discussed and Agreed</b>		
<b>Risk Implications Discussed and Agreed</b>		
<b>Legal Implications Discussed and Agreed</b>		
<b>H.R. Implications Discussed and Agreed</b>		
<b>ICT Implications Discussed and Agreed</b>		

<b>Report Agreed by: Executive Director/ Head of Service</b>		
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**Typical consultation approach in cases where unclear planning policy and NBC seeking planning permission prior to disposal.**



**NB. Attention is drawn to the council’s proposed approach to consultation as both land owner and as local planning authority.**

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## **Final Draft Newcastle-under Lyme and Stoke-on-Trent Statement of Community Involvement**

**Submitted by:** Executive Director Regeneration and Development

**Portfolio:** Planning and Assets

**Wards affected:** All

### **Purpose of Report**

To consider the submitted version of the Newcastle-under-Lyme and Stoke-on-Trent Statement of Community Involvement (SCI Final version) (Appendix 1) for adoption taking into consideration the recommendation (s) of the Planning Committee following their consideration of the comments made on the draft document.

### **Recommendations**

- 1) That Cabinet commend to Council the adoption of the submitted Newcastle-under Lyme and Stoke-on-Trent Statement of Community Involvement (SCI Final version).**

### **Reasons**

The consultation period expired in December 2014 and officers will report the final results of the consultation to Planning Committee on 3 June 2015 together with a revised version of the Draft SCI (SCI Final version). The views of Planning Committee need to be taken into consideration before the SCI Final version can be considered for adoption. The SCI is not a formal "Development Plan Document", but it does establish the council's policy on community engagement in planning matters and therefore it falls to be adopted by the Council.

## **1.0 Background**

- 1.1 On 15 October, 2014, Cabinet approved the Draft Newcastle-under-Lyme and Stoke-on-Trent Statement of Community Involvement 2014 (Draft SCI) for public consultation purposes. Stoke-on-Trent City Council approved the Draft SCI on the 28 October 2014. The period of consultation ended on the 19 December 2014.
- 1.2 The Draft SCI was published to give residents, businesses, parish and town councils and other groups an opportunity to have a say in how they want to be involved in planning policy and development management matters in the two local authority areas. People were encouraged to say what they liked and didn't like about how each council proposed to involve them.
- 1.3 In total over a hundred representations were submitted by 23 individuals and organisations. It is worth noting that the majority of comments were generated by respondents who appear to be resident, or working in Newcastle-under-Lyme. Overall, the consultation document received a relatively positive response although there were a number of suggestions for changes.

- 1.4 Each representation received, together with the councils' joint response and proposed amendments to the Draft SCI are set out in Appendix 2: Table 1 Schedule of Consultation Responses and Recommended Changes. All proposed changes to the consultation Draft SCI have been agreed with Stoke-on-Trent City Council planning officers and seek to respond positively to each representation. The SCI Final Version, incorporating the proposed amendments is provided at Appendix 1. Because of its length it is only made available to view as part of the agenda for this meeting on the council's website, but a copy will be also made available in the Members room and at the Cabinet meeting itself.
- 1.5 The Planning Committee will consider a report on the proposed amendments to the Draft SCI on the 3 June, 2015. Due to the tight timescales the recommendations of the Committee will be reported to Cabinet by means of a supplementary report.
- 1.6 Stoke-on-Trent City Council is following a similar process. The city council's Cabinet is expected to consider the SCI Final version on the 25 June 2015 after first taking into account the views of their Development Management Policy Group. The recommendation of their Cabinet will be considered at its next available full Council.

## **2.0 Policy Context**

- 2.1 The National Planning Policy Framework (Paragraph 155) requires Local Planning Authorities to undertake *Early and Meaningful engagement and collaboration with neighbourhoods, local organisations and businesses* in the production of a Local Plan. The Statement of Community Involvement is therefore important not only to help a wide section of the community to express their views on draft proposals but also to ensure Local Plans *reflect a collected vision and set of agreed priorities for the sustainable development of the area*. The involvement of all sections of the community in the development of Local Plans and in planning decisions is also seen as way of supporting the creation of *healthy, inclusive communities* (paragraph 69).
- 2.2 In respect of development management or decision-taking the National Planning Policy Framework is less specific. At paragraph 189 it states that local planning authorities should, where they think this would be beneficial, encourage any applicants who are not already required to do so by law to engage with the local community before submitting their applications, whilst paragraph 66 indicates that applicants will be expected to work closely with those directly affected by their proposals to evolve designs that take account of the views of the community. Proposals that can demonstrate this in developing the design of the new development should be looked on more favourably.

## **3.0 Key Issues**

- 3.1 The proposed amendments to the Draft SCI fall into two main categories: 1) changes made in direct response to public representations (see Appendix 2) and; 2) changes made to bring the document up to date, including changes to reflect the latest legislation and guidance. A summary of the key changes is set out in Appendix 3, made available to view as part of the agenda for this meeting on the council's website. A copy will also be made available in the Members room and at the Cabinet meeting itself
- 3.2 Most of the changes, which officers are recommending in response to representations, aim to improve the clarity of the SCI rather than introduce significant changes to the standard of consultation to be adopted by both councils. Any substantive amendments to the Draft SCI could require further public consultation (and a reappraisal of the cost implications). As the SCI has been prepared jointly further discussions with Stoke-on-Trent City Council would also be required.

- 3.4 Some of the comments received sought to align the development management service of the two local authorities. However, the submitted SCI continues to reflect differences in the way the development management service is managed but also clearly sets out where they are the same. Maintaining differences in the way each council manages its development management service is considered necessary to avoid compromising specific local needs of both local planning authorities.
- 3.5 In recognition of statutory requirements changes have been made to the borough council's arrangements for publicising planning applications as set out in Appendices 6 and 7 of the submitted SCI. These changes will result in additional as opposed to less publicity absorbing some of the resource savings associated with the cessation of the practices of acknowledging the receipt of representations and notifying interested parties of decisions (this information all being available on the website). Some minor changes are also made to the Newcastle section of Appendix 7, that indicate that no express publicity will be given to applications for the approval of details where such details are required by conditions of a Listed Building Consent. Although with respect to the latter this is a reduction on the publicity proposed in the draft SCI; this brings the procedure for applications relating to conditions of listed building consents into line with that for the conditions of planning permissions, and the change is not a substantive one. Overall the changes commit the council to do more than was proposed in the Draft SCI consultation document.
- 3.6 Representations have been made both that the council's guillotine (on late representations) be applied in a more flexible manner and that the guillotine be discontinued. The decision on matters such as the guillotine policy, are matters for the Planning Committee to settle. However, their decision on this particular issue will be made clear in the final Cabinet Report (see paragraph 1.5).
- 3.7 In respect of Planning Policy (Part 2) several objections were received objecting to the principle of preparing a Joint Local Plan with the City Council, but there were no objections to the principle of preparing a Joint SCI. The principle of working in partnership with Stoke-on-Trent City Council was determined in March 2014. This matter is therefore outside the scope of the SCI. However, once adopted, the SCI will play an important role in developing a consistent and effective approach to consultation, to support the successful involvement of the local community in the preparation of the Joint Local Plan.
- 3.8 In November 2014, Cabinet made a decision to participate in the Joint Local Plan 'Call for Sites' initiative and made a separate decision to proceed with the disposal of several sites in its ownership, which had been subject to public consultation. These two and entirely separate decisions, relating to different sites across the borough, were made just after the start of the consultation on the Draft SCI and consequently the timing of these decisions led to several representations being submitted which objected to the council selling off land in advance of the Joint Local Plan. However, the decision of the Council to participate in the 'Call for Sites' is a matter which is outside the scope of the SCI.
- 3.9 As described above the purpose of the formal SCI report is to explain how communities and other stakeholders can engage with both the Plan-making and Development Management functions of the Council (as local planning authority). Whilst it is written in plain English and is easy to understand, the document is quite lengthy. Therefore, when preparing planning policy documents, it is intended that concise leaflets (or similar) will be prepared at key consultation stages, to ensure the community is informed about how and when it can get involved in plan making. This will ensure that the key information is provided in more accessible format to optimise the prospects of effective community engagement.

## **4.0 Options**

- 4.1 Preparation of the SCI has been done using best practice. Members have the option not to accept any recommendations of the Planning Committee. Similarly Members can choose to reject any of the amendments proposed by officers and to suggest alternative responses. However, if Members are minded to propose different responses it would not be possible to use this as an opportunity to make any substantive changes to the submitted SCI without triggering a second round of public consultation. This could risk a delay of the Local Plan timetable as further documents would not be able to go out to consultation before a new SCI was adopted. In addition there would be direct financial consequences.
- 4.2 If Members are minded to suggest different responses or opt not to approve the Final SCI version then the item should be deferred to provide time for your officers to address these concerns and to do this in consultation with officers from Stoke-on-Trent City Council.

## **5.0 Proposal**

- 5.1 Subject to the recommendations of the Planning Committee that approval is given to the revisions to the Draft SCI consultation document, with a view to recommending that the submitted SCI (SCI Final version) is adopted by Council at the next available meeting.

## **6.0 Reason for Preferred Option**

- 6.1 Local Planning Authorities are required by law to have an adopted SCI and have a responsibility to monitor and review the SCI to make sure it is up to date and appropriate. The approval of the SCI Final version will aid preparation of the Joint Local Plan with Stoke-on-Trent City Council and update the consultation methods required as part of the Development Management processes at each authority. Furthermore it will support the implementation of consultation standards that both local planning authorities will be required to meet and these standards will work to both actively encourage local participation from all sections of the community in the planning decision making process and ensure that the way in which the Planning Service involves the local community in its decision making process is compliant with the latest legislation.
- 6.2 Without an up to date SCI the council risks criticism and complaints from members of the public and critically the Joint Local Plan would run into difficulty in the future if the Examination by the Planning Inspectorate considered that the public consultation that had taken place during the preparation of the plan was inconsistent with the adopted SCI (the current version was adopted in 2006 to support the preparation of the Joint Core Spatial Strategy).

## **7.0 Next Steps**

- 7.1 The formal adoption of the SCI Final version requires the ratification of Council. Newcastle-under-Lyme's next Council meeting is scheduled to take place in July 2015. Stoke-on-Trent City Council's Cabinet is expected to consider the proposed SCI Final version on the 25 June, 2015 and if approved the adoption of the SCI could be considered by their meeting of Council on the 9 July 2015.
- 7.2 Once the SCI Final version has been adopted by both councils it will be published on the website of each council, together with an adoption statement and all associated



documents, including a Consultation Report setting out how the consultation on the Draft Statement of Community Involvement (SCI) was undertaken, who was consulted, together with a summary of main issues raised in the consultation responses and how these were responded to. Copies of all documents will be made available for inspection at the Guildhall and the council's contact centres in Kidsgrove and Madeley.

- 7.3 The intention is that, assuming the SCI is adopted, the agreed changes for development management, principally concerning the additional publicity requirements, and cessation of the practices of acknowledging receipt of representations and the giving of notice of decisions to interested third parties, would come into practice from the beginning of August 2015, although detailed transitional arrangements have not yet been determined.

## **8.0 Risks**

- 8.1 The borough council will not be subject to any major risks by adopting the revised Statement of Community Involvement. The Joint Advisory Group acts as a cross authority advisory group to drive progress on the Local Plan, therefore, in the event that the councils cannot reach agreement on the SCI Final version, a meeting will be convened with a view to resolving any issues that might exist. The greatest risks lie in a failure to adopt the SCI as described at para.6.2.

## **9.0 Financial and Resource Implications**

- 9.1 The submitted version (SCI Final version) commits the council to meeting a list of requirements when consulting with the local community. The resource implications of these requirements were considered in the preparation of the Draft SCI. The SCI Final version does include some changes to the standards of community involvement in development management decision taking, which will have new financial implications. However, it is considered that these relatively limited changes can be accommodated within the existing revenue budgets and are deemed necessary to improve community participation.

## **10 Legal and Statutory Implications**

- 10.1 The council is required by Section 18 of the Planning and Compulsory Purchase Act, 2004 to have an adopted Statement of Community Involvement.
- 10.2 Once adopted the final Joint Statement of Community Involvement will replace the Borough Council's current Statement of Community Involvement, adopted in 2006, and the City Council's Statement of Community Involvement adopted in 2007.
- 10.3 The SCI is not part of the formal Development Plan policy framework but is a supporting document. However, because the SCI will set the council's policy on community engagement in planning matters the council's constitution requires Council to agree to adopt the Final Statement of Community Involvement, 2015.
- 10.4 The SCI is important to ensure the Local Plan process is robust and can help deliver a legally compliant plan at Examination.
- 10.5 The regulations<sup>1</sup> state that there is a three month period after the day on which an SCI is adopted where anyone aggrieved by the decision can make an application to

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<sup>1</sup> The Town and Country Planning (Local Planning) (England) regulations 2012 part 9 sections 35 (2&3)

the High Court under section 113 of the Act<sup>2</sup> that “a) the document is not within the appropriate power; b) a procedural requirement has not been complied with.”

## **11 Equality Impact**

11.1 The Final Draft SCI has been subject to an Equality Impact Assessment (EIA) The outcome of the EIA was that the proposals set out in the document will have no negative impact on categories identified in the Equality Act 2010 e.g. a person based on their: age; disability; gender reassignment; marriage, or civil partnership status etc.

## **12 Earlier Cabinet Committee Resolutions**

- 7 October 2014 Planning Committee – Resolved to recommend to Cabinet that it approve the Draft Newcastle-under-Lyme and Stoke-on-Trent SCI 2014 for public consultation purposes and that a further report be submitted to a subsequent meeting of the committee on the outcome of the public consultation and to approve the next steps. 15 October 2014 Cabinet – Agreed to approve the Draft Newcastle-under-Lyme and Stoke-on-Trent SCI, 2014 for public consultation purposes and to receive a future report setting out the recommendations of the Planning Committee on the outcome of the public consultation before adoption of the SCI is considered.

## **13 Background Papers**

- Consultation Draft Newcastle-under-Lyme and Stoke-on-Trent Statement of Community Involvement 2014.
- Joint SCI Equality Impact Assessment.
- Newcastle-under-Lyme Statement of Community Involvement adopted 2006.
- Stoke-on-Trent City Council Statement of Community Involvement adopted 2007.

## **14 Appendices**

- Appendix 1: Table 1 Schedule of Responses and Recommended Changes (attached)
- Appendix 2 Newcastle-under-Lyme and Stoke-on-Trent Statement of Community Involvement Final version (not attached; available on the website or hard copy on request)
- Appendix 3 Summary of SCI Changes (not attached; available on the website or hard copy on request)

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<sup>2</sup> Planning and Compulsory Purchase Act (2004) section 113

**Table 1: Schedule of Consultation Responses and Recommended Changes**

	Respondent/ Organisation name	Consultation question/SCI section referred to	Summary of Comments	Officer Response	Proposed Change
1	Woodland Trust	Qu 1: Having considered the Draft SCI, do you feel sufficiently informed about how you will be involved in plan-making and decision taking?	Yes	n/a	n/a
2	Woodland Trust	Qu 2: Do you feel that the Draft SCI presents sufficient opportunities to get involved in plan-making and decision-taking?	Yes	n/a	n/a
3	Woodland Trust	Qu 3: Are the consultation proposals described in the Draft SCI sufficient and appropriate?	No  The Woodland Trust would like to be included in the list of National and regional non-governmental organisations and interest groups, as set out in Appendix 1".	Comment noted. The councils provide a commitment to inform anyone on the councils' database of Consultation on the Joint Local Plan but it is their responsibility to ensure the information the councils holds is kept up-to-date. It is suggested that additional text could be added to paragraph 2.9 and Appendix 1. It is not considered practical to list interest groups within Appendix 1 as these may change overtime and the councils will need to be kept informed by these interest groups of their contact details.	Add to the end of paragraph 2.9 that "This list only contains those consultees and stakeholders which must be consulted in order to meet the requirements of section 18. Both councils are committed to informing all those who have made a request to the councils that they wish to be informed of future consultation by being included on their consultation database. Due to the timescales involved in producing planning documents and the number of people/ groups/organisations wishing to be kept informed, the councils have not listed them in Appendix 1."  Add a note at the end of Appendix 1 stating that, "Any person/ group/ organisation who is not listed in Appendix 1 who wishes to be notified of future consultation on planning policy documents should notify the relevant council or councils in order that their information is added to the consultation database to be informed of future consultation. If their contact details change it is the responsibility of the person/ group/ organisation/ agent who has expressed an interest in being kept informed to notify the relevant council."
4	Woodland Trust	Qu 3: Are the consultation proposals described in the Draft SCI sufficient and appropriate?	In order to improve consultation on planning applications, we would like the SCI to commit to consulting the Woodland Trust on any planning application that affects the irreplaceable habitat of ancient woodland.  The National Policy Planning Framework clearly states: "...planning permission should be refused for development resulting in the loss or deterioration of irreplaceable habitats, including ancient woodland and the loss of aged or veteran trees found outside ancient woodland..." (DCLG, March 2012, para 118). The Woodland Trust therefore needs to be informed	Comment noted. It would be impractical to list all the scenarios of organisations which could be consulted on a planning application. However, it is worth noting that non-statutory consultees will be consulted in line with the NPPG Paragraph: 022 Reference ID: 15-022-20140306	Amend paragraph 3.22 to read "Non-statutory consultees will be engaged in line with the requirements of the Planning Practice Guidance which is that the councils should consider whether there are planning policy reasons to engage other consultees who- whilst not designated in law- are likely to have an interest in a proposed development."

			of these development cases. Other SCIs have incorporated this provision to consult the Woodland Trust on ancient woodland cases, such as Swindon Borough Council SCI (March 2013) and South Staffordshire District Council (Oct 2013)."		
5	Madeley Parish Council	Qu 1: Having considered the Draft SCI, do you feel sufficiently informed about how you will be involved in plan-making and decision taking?	Yes	n/a	n/a
6	Madeley Parish Council	Qu 2: Do you feel that the Draft SCI presents sufficient opportunities to get involved in plan-making and decision-taking?	Yes	n/a	n/a
7	Madeley Parish Council	Qu 3: Are the consultation proposals described in the Draft SCI sufficient and appropriate?	Yes	n/a	n/a
8	Madeley Parish Council	Qu 4: Has the Draft SCI sufficiently explained how the councils will consider and respond to comments received in plan-making and decision-taking?	Yes	n/a	n/a
9	Madeley Parish Council	Part 1: Introduction and Background	Madeley Parish Council has concerns relating to the future capacity of Planning officers to be able to effectively work with an applicant, the community, elected members and other statutory consultees.( 3.7) As is stated in 1.15 cost is a major factor in delivering genuine consultation and with future resource reductions it is difficult to see how expectations within the community could be managed.	Comment noted. The SCI seeks to find a balance between meeting regulatory requirements, and going beyond these where the Councils consider it to be appropriate, and resource implications of doing so. This is explained at paragraph 1.15 of the Draft SCI.  In respect of Newcastle-under-Lyme, consideration is being given to working practices in an attempt to create greater time and capacity for such matters.  It is also recognised that groups with existing communication networks within the local community can play an important role in increasing awareness of planning consultations at the local level. The SCI will therefore be amended to emphasise this point.	In paragraph 2.2, delete "These methods have taken into account the outcomes of Newcastle-Under-Lyme Borough Council's public consultation exercise in 2012 to determine the scope and methods to be used in public consultation on site allocations and local planning policies1." and the associated footnote at the bottom of page 8 of the Draft SCI. Replace with the following text "We also recognise that there are groups with existing communication networks in their areas, such as Parish and Town Councils, Resident's Associations and Locality Action Partnerships. These groups can be key contributors in increasing awareness at the local level, particularly in the rural area."
10	Madeley Parish Council	Part 3: Development Management	There does need to be somewhere in the document a clear message to consultees that although effective community involvement does give the opportunity to help shape proposals from an early stage by drawing on	Comments noted. It is suggested that a reference could be added at paragraph 3.1 to the NPPF paragraphs 196 and 197 that "The planning system is plan-led. Planning law requires that applications for planning permission must be determined in accordance with the development plan, unless material	Add at the end of paragraph 3.1 of the Draft SCI "The NPPF paragraphs 196 and 197 identify that "The planning system is plan-led. Planning law requires that applications for planning permission must be determined in accordance with the development plan, unless material considerations indicate otherwise. The Framework is a material consideration in

			<p>their local knowledge and experience (3.16), their views will not necessarily be taken on board. Clearly this has been illustrated recently where there has been strong local opposition to dwelling developments at Keele, Madeley and Whitmore. There needs to be an honest and open approach to exactly what people can and cannot influence. The difference between "consultation" and "engagement" needs to be made clearer.</p>	<p>considerations indicate otherwise. The Framework is a material consideration in planning decisions." It goes on to state that "In assessing and determining development proposals, local planning authorities should apply the presumption in favour of sustainable development."</p>	<p>planning decisions." It goes on to state that "In assessing and determining development proposals, local planning authorities should apply the presumption in favour of sustainable development." Also at the end of paragraph 3.16 of the Draft SCI add "As detailed above there are only limited number of situations where it is mandatory to carry out pre-application consultation with the local community. These are explained in the Planning Practice Guidance, which states that "Pre-application engagement with the community is encouraged where it will add value to the process and the outcome." Insert footnote Planning Practice Guidance (2014) Paragraph: 009 Reference ID: 20-009-20140306</p>
11	Madeley Parish Council	Part 3: Development Management	<p>The section on "Decisions", 3.35-3.43 is a concise summary of how decisions are actually taken and a very useful tool for communities to refer to.</p>	<p>Comment noted.</p>	<p>No changes suggested</p>
12	Madeley Parish Council	Part 3: Development Management	<p>Madeley Parish Council has concerns relating to the future capacity of Planning officers to be able to effectively work with an applicant, the community, elected members and other statutory consultees.( 3.7) As is stated in 1.15 cost is a major factor in delivering genuine consultation and with future resource reductions it is difficult to see how expectations within the community could be managed.</p>	<p>Comment noted. The SCI seeks to find a balance between meeting regulatory requirements, and going beyond these where the councils consider it to be appropriate, and resource implications of doing so. This is set out at paragraph 1.15 of the Draft SCI. In respect of Newcastle-under-Lyme, consideration is being given to working practices in an attempt to create greater time and capacity for such matters. The change to a 4 week planning committee cycle is part of this process.</p>	<p>No changes suggested.</p>
13	Judith Oppenheimer	Part 1: Introduction and Background	<p>'We ... will seek to clarify the relevance of planning to people's everyday lives'.</p> <p>The need is also for authorities to UNDERSTAND the relevance of planning to people's everyday lives and the impact of their decisions on people's everyday lives.</p>	<p>Comment noted. This is recognised in national guidance, NPPF, paragraph 9, "Pursuing sustainable development involves seeking positive improvements in the quality of the built, natural and historic environment, as well as in people's quality of life..." The NPPF is a material consideration in the determination of planning applications (see paragraph 13 of the NPPF).</p>	<p>No changes suggested.</p>
14	Judith Oppenheimer	Part 2: Planning Policy	<p>'many people ... may find the bureaucratic and cumbersome nature of the process both frustrating and off-putting'.</p> <p>Planners need to think 'outside THEIR box' and work and communicate with the public in ways that are not bureaucratic, cumbersome, frustrating and off-putting. They need to communicate in plain English. They also need to welcome and really take on board public comment. They are planning for people and communities, not for themselves and not for developers.</p>	<p>Comment noted. The Draft SCI sets out the councils' approach to community involvement at paragraph 1.13 and Diagram 1. A variety of methods are set out in Tables 1 to 4. However it also must be noted that whilst the councils will seek to communicate in 'plain english' it also needs to be recognised that as planning policy documents will be used in the determination of planning applications they need to be written in a way that meets statutory and regulatory requirements. The Draft SCI at paragraph 1.15 explains that "although the current planning system seeks to open up the process , there are still many technical terms and expressions.</p> <p>Plain English will be used wherever possible, and glossaries provided within each planning policy document;" Add reference to the NPPF setting out the role of planning authorities in plan-making and decision- taking and that "The relationship between decision-taking and plan-making should be seamless, translating plans into high quality development on the ground." (NPPF paragraph 186)</p>	<p>No suggested changes</p>

15	Judith Oppenheimer	Part 2: Planning Policy	<p>'anyone can respond ... they do not need to be notified directly ... for planning policy ... that covers only a limited area or topic ... will engage ... any others who have requested it.'</p> <p>How will you notify members of the public? They may have an interest in a policy area that they didn't even know existed. How will they find out about it?</p>	Comment noted. Tables 1 to 4 set out the methods of consultation that will be used for the production of planning policy documents.	No changes suggested.
16	Judith Oppenheimer	Part 3: Development Management	<p>'many types of applications ... which do not require to be subject of any publicity. ... it is possible to set up a 'saved search' on a property'.</p> <p>This is a wholly inadequate means of enabling the public to INFORM THEMSELVES, which is what you are asking them to do. Suppose that there is a planning application that does not have to be publicised, that is of interest to the public, and that no member of the public has created a saved search on the property in question. How many saved searches would a person have to make in order to keep informed about planning applications in their neighbourhood? I cannot even work out how to make a single saved search on my neighbourhood to keep myself informed - the help text on the NuL website is inadequate.</p>	Comment noted. It is appropriate that the SCI draws attention to this tool that is available to members of the public to use. It is recognised that the help function on the Newcastle website could be improved, and the need to do this has already been identified in the Action Plan arising from the Council's Planning Peer Review. The current version of the Council's website enables searches to be saved based upon areas such as a ward, a parish, by address or by the extent of a map. This search facility is also available in Stoke and this should be made clear in the SCI.	Amend the second sentence of paragraph 3.8 to read "In the case of both councils these applications are available for members of the public to view on its website but the council takes no proactive steps to invite comment upon them."
17	Judith Oppenheimer	Part 3: Development Management	A local by-law is needed that requires MEANINGFUL and PRODUCTIVE consultation between developers and communities. If the result of consultation and input of local knowledge is identification that a development is inappropriate, then the developer and the planners should respect that result.	Parliament has decided where pre-application consultation is mandatory and the local planning authorities cannot extend these legislative requirements	At the end of paragraph 3.16 of the Draft SCI add "As detailed above there are only limited number of situations where it is mandatory to carry out pre-application consultation with the local community. These are explained in the Planning Practice Guidance, which states that "Pre-application engagement with the community is encouraged where it will add value to the process and the outcome" "Insert footnote Planning Practice Guidance (2014) Paragraph: 009 Reference ID: 20-009-20140306
18	Judith Oppenheimer	Part 3: Development Management	'Material planning considerations' (MPCs). The document lists only items that are NOT MPCs. This document is written for the general public. If the general public is to be involved in planning decisions it needs to know what ARE MPCs. This example illustrates very well the comments above re paras 1.18 and 2.5. Planners need to put themselves into the shoes of ordinary people.	Comment noted. Additional text suggested at paragraph 3.33 to provide examples of material planning considerations. The list is not exhaustive and a note to this effect is also suggested.	<p>Add to paragraph 3.33 examples of material planning considerations.</p> <p>"Material planning considerations include the following:</p> <ul style="list-style-type: none"> <li>• Overlooking and loss of privacy</li> <li>• Loss of light or overshadowing</li> <li>• Parking</li> <li>• Highway safety</li> <li>• Traffic</li> <li>• Noise</li> <li>• Effect on listed building and conservation area</li> <li>• Layout and density of building</li> <li>• Design, appearance and materials</li> <li>• Government policy</li> <li>• Disabled persons' access</li> <li>• Previous planning decisions (including appeal decisions)</li> <li>• Nature conservation</li> <li>• Economic factors including job creation and New Homes Bonus</li> </ul>

					Please note that the above list is not exhaustive but provides examples of material planning consideration. It should also be noted that the weight given to any material consideration is determined on a case by case basis."
19	Judith Oppenheimer	Appendix 4	This method of identifying 'neighbours' may be adequate in urban areas. It is totally inadequate in rural areas where populations are dispersed and terms such as 'neighbour' and 'community' have quite a different meaning and even developments defined as 'minor' can have a significant impact on the environment of the community."	Clarify the use of site notices in Appendix 4	In Appendix 4, add in a bullet point saying: "Where a site is isolated and there are no neighbours that can be identified, a site notice will be displayed"
20	Lynne Porter	Qu 1: Having considered the Draft SCI, do you feel sufficiently informed about how you will be involved in plan-making and decision taking?	No  Document not easy to understand if you do not have background information over the past few months	Comment noted but unclear as to the 'background information' they are referring too.	No changes suggested.
21	Lynne Porter	Qu 1: Having considered the Draft SCI, do you feel sufficiently informed about how you will be involved in plan-making and decision taking?	No  Too much information given to the public in general - unclear outcomes.	Comment noted. It is considered that the document needs to be sufficiently detailed enough to demonstrate how communities can get involved in the production of local planning policy and the decision making process.	No changes suggested.
22	Judith Oppenheimer	Qu 2: Do you feel that the Draft SCI presents sufficient opportunities to get involved in plan-making and decision-taking?	Yes	n/a	n/a
23	Lynne Porter	Qu 3: Are the consultation proposals described in the Draft SCI sufficient and appropriate?	No  For non-computer users, it is no easy to located the relevant information. Why are we joining with Stoke - could we not stand alone?	It is acknowledged that consultation information should be easily available to non-computer users . The Draft SCI proposes a broad range measures to publicise plan-making consultation events so that people do not need to rely on access to a computer. It is considered that these measures are sufficient given the resources at the councils' disposal.  The borough council's decision to prepare a Joint Local Plan was made in March 2014 and is outside the scope of this consultation. The purpose of the Draft SCI was to describe how the two councils propose to engage with public in preparing the Joint Local Plan and determining planning applications. It does not consider the principle of whether Newcastle-under-Lyme Borough Council should prepare planning policy with Stoke-on-Trent City Council.	In order to ensure information on council websites is as clearly available as possible to members of the public, add a a section 'Availability of Information on the Councils Websites' after the section headed 'Consultation database'  New Paragraph 2.12 "Both councils will endeavour to ensure that information on plan-making activities, including stages in the process, can easily be located on their website by the use of shortcut links. During consultation periods each council will endeavour to provide a link on their respective homepage to help you access relevant information, including the council's evidence base."  Change subsequent paragraph numbers in Part 2 to reflect the above change.
24	Lynne Porter	Qu 4: Has the Draft SCI sufficiently explained	Yes	n/a	n/a

		how the councils will consider and respond to comments received in plan-making and decision-taking?			
25	Lynne Porter	Part 2: Planning Policy	<p>In the Cabinet Report of November 12 2014, I note "The Butts" in Thistleberry, Newcastle, Staffs in included for development.</p> <p>I think that this is totally inappropriate. In your Local Plan you state needs need to complete with environment issues. In "The Butts" case, environmental issues outweigh needs. In "The Butts" case, there is long term sewage and drainage problems. This is a well used community asset and an open space which enhances your "Green" strategy. To develop this area with houses would seriously affect the infrastructure of the area.</p>	This matter is outside the scope of the Draft SCI consultation as it relates to Newcastle-under-Lyme Borough Council's decision to participate in the 'Call for Sites' exercise carried out between 8 September 2014 and 31 October 2014 .	This matter is not within the scope of the SCI consultation. Therefore, no change is proposed.
26	Paul Anderton	Qu 1: Having considered the Draft SCI, do you feel sufficiently informed about how you will be involved in plan-making and decision taking?	No	n/a	n/a
27	Paul Anderton	Qu 2: Do you feel that the Draft SCI presents sufficient opportunities to get involved in plan-making and decision-taking?	No	n/a	n/a
28	Paul Anderton	Part 2: Planning Policy	Enclosed with this letter is a copy of the Response Form to the Draft Statement of Community Involvement which indicates my dissatisfaction with the process being followed by Newcastle Borough Council in the matter of preparing yet another Local Plan to determine the course of land development in the borough for the next however many years before the next plan is called for.	Comment noted, however, the decision to prepare a Joint Local Plan was made in March 2014 and is outside the scope of this consultation. The Draft SCI sets out how the two councils propose to engage with public in preparing the Joint Local Plan and determining planning applications. It does not consider the principle of whether Newcastle-under-Lyme Borough Council should prepare planning policy with Stoke-on-Trent City Council.	This matter is outside the scope of the SCI. Therefore, no change is proposed.
29	Paul Anderton	Part 1: Introduction and Background	Your website is far too difficult to negotiate and the Draft Statement and Response Form were only found after considerable effort and third party guidance.	It is worth noting that all consultees on the councils' consultation databases were provided with a web address linking them directly to the relevant web page, where the Draft SCI and response form could be accessed. Nevertheless the comment draws attention to the importance of being able to find plan-making consultation material easily on each councils website. Every effort is made to achieve this, but consideration could be given to how it might be possible to improve the prominence of each plan-making	<p>In order to ensure information on council websites is as clearly available as possible to members of the public, add a a section 'Availability of Information on the Councils Websites' after the section headed 'Consultation database'</p> <p>New Paragraph 2.12 "Both councils will endeavour to ensure that information on plan-making activities, including stages in the process, can easily be located on their website by the use of shortcut links. During</p>



				consultation, for example by trying to ensure that each consultation stage of the Joint Local Plan is prominently featured on each respective council's /home page. However, it is considered that the Draft SCI proposes a broad range measures to inform people of planning consultation events, and that these combined measures should ensure that the public are able to access the necessary information to participate in plan-making, particularly given the limited resources at the councils' disposal.	consultation periods each council will endeavour to provide a link on their respective homepage to help you access relevant information, including the council's evidence base."  Change subsequent paragraph numbers in Part 2 to reflect the above change.
30	Paul Anderton	Part 3: Development Management	The response form does not allow for objections to be raised about the actual situation which exists whereby preparations are in hand for making a Local Plan to determine land uses in the future, while at the same time, if not in, advance, decision are being made about proposed sales of council owned land with a view to allowing buildings to be erected which pre-empt the implementation of the Local Plan. This is to put the cart before the horse.	In November 2014, Newcastle-under-Lyme Borough Council's Cabinet made a decision to participate in the Call for Sites initiative and made a separate decision to proceed with the disposal of several sites in its ownership, which had been subject to public consultation. These two and entirely separate decisions, relating to different sites across the borough, appear to have been confused. This is unfortunate but nevertheless the issues raised are outside the scope of the SCI.	This matter is outside the scope of the SCI. Therefore, no change is proposed.
31	Paul Anderton	Part 2: Planning Policy	The council may have admirable aims in drawing up a new Local Plan in conjunction with Stoke on Trent to determine future land uses, but it should cease to pre-determine what the Plan will contain by selling land now in such a way as to open up building possibilities	In November 2014, Newcastle-under-Lyme Borough Council's Cabinet made a decision to participate in the Call for Sites initiative and made a separate decision to proceed with the disposal of several sites in its ownership, which had been subject to public consultation. These two and entirely separate decisions, relating to different sites across the borough, appear to have been confused. This is unfortunate but nevertheless the issues raised are outside the scope of the SCI.	This matter is outside the scope of the SCI. Therefore, no change is proposed.
32	Roger Tait (Newcastle under Lyme Borough Council)	Qu 1: Having considered the Draft SCI, do you feel sufficiently informed about how you will be involved in plan-making and decision taking?	Yes	n/a	n/a
33	Roger Tait (Newcastle under Lyme Borough Council)	Qu 2: Do you feel that the Draft SCI presents sufficient opportunities to get involved in plan-making and decision-taking?	Yes	n/a	n/a
34	Roger Tait (Newcastle under Lyme Borough Council)	Qu 3: Are the consultation proposals described in the Draft SCI sufficient and appropriate?	Yes	n/a	n/a
35	Roger Tait (Newcastle under Lyme)	Qu 4: Has the Draft SCI sufficiently explained how the councils will	Yes	n/a	n/a

	Borough Council)	consider and respond to comments received in plan-making and decision-taking?			
36	Natural England	Part 2: Planning Policy	<p>We are supportive of the principle of meaningful and early engagement of the general community by the public, community and other organisations and statutory bodies in local planning matters, both in terms of shaping policy and participating in the process of determining planning applications.</p> <p>We regret we are unable to comment, in detail, on individual Statements of Community Involvement but information on the planning service we offer, including advice on how to consult, can be found on our website.</p>	Support noted.	No changes suggested.
37	Natural England	Part 3: Development Management	<p>We now ask that all planning consultations are sent electronically to the central hub for our planning and development and advisory service at the following address: consultations@naturalengland.org.uk. This system enables us to deliver the most efficient and effective service to our customers.</p>	Comment noted. Council database checked to ensure that consultations are sent to the email address provided.	No changes suggested.
38	Marine Management Organisation	Part 2: Planning Policy	I can confirm that the MMO has no comments to submit in relation to this consultation.	Response noted.	No changes suggested.
39	Andy Smith	Part 1: Introduction and Background	<p>If we wanted to plan anything with Stoke Council - we would live in Stoke....</p> <p>We do not want any connection with Stoke.</p>	This matter is outside the scope of the Draft SCI consultation. The Draft SCI sets out how the two councils propose to engage with public in preparing the Joint Local Plan and determining planning applications. It does not consider the principle of whether a Joint Local Plan should be prepared, which was agreed in March 2014.	This matter is outside the scope of the SCI. Therefore, no change is proposed.
40	Highways Agency	Part 2: Planning Policy	The Highways Agency is pleased the SCI recognises our position as a statutory consultee in the local plan process and the development management process.	Support noted.	No changes suggested.
41	Highways Agency	Part 3: Development Management	We welcome the council's commitment to early and ongoing consultation, and request that the council continues to comply with current legislation and consult the Agency on any applications that have the potential to impact on the operation and performance of the named routes. This includes applications that may alter access arrangements or affect the safety and free flow of the SRN.	This is outside the scope of the SCI as it is not the function of a SCI to identify when a specific consultation is to be undertaken prior to the decision on a planning application	No changes suggested
42	William Doorbar	Part 3: Development Management	Should any development be proposed then as a matter of consideration it should be referred as a matter of course particularly if it is likely to impinge upon others area.	Meaning unclear.	No changes proposed.

43	William Doorbar	Part 2: Planning Policy	<p>However, I am concerned that it is just an attempt at take over by Stoke on Trent City Council and as such I most definitely and resolvedly against it.</p> <p>If larger means better, which it does not, then if this desired then why not have a single planning body for the whole of North Staffordshire and South Cheshire.</p>	<p>The decision to prepare a Joint Local Plan was made in March 2014 and is outside the scope of this consultation. The Draft SCI sets out how the two councils propose to engage with public in preparing the Joint Local Plan and determining planning applications. It does not consider the principle of whether Newcastle-under-Lyme Borough Council should prepare planning policy with Stoke-on-Trent City Council or any other neighbouring authority.</p>	<p>This matter is outside the scope of the SCI. Therefore, no change is proposed.</p>
44	William Doorbar	Part 1: Introduction and Background	<p>Again I get the feeling though that it does not really matter what the public think and this is just a pointless paper exercise.</p> <p>The decision has no doubt already been take behind the scenes.</p>	<p>The Draft SCI outlines how public comments are to be considered objectively in both plan-making (in paragraphs 2.17-2.19) and decision-making (in paragraphs 3.23-3.34). The councils are ultimately required to consider all comments in so as far as they relate to material planning considerations and the requirements of the development plan, and this is made clear in the above sections. To help clarify relevant matters in respect of decision-taking, the SCI could include examples of what are material planning considerations.</p>	<p>Add to paragraph 3.33 examples of material planning considerations. "Material planning considerations include the following:</p> <ul style="list-style-type: none"> <li>• Overlooking and loss of privacy</li> <li>• Loss of light or overshadowing</li> <li>• Parking</li> <li>• Highway safety</li> <li>• Traffic</li> <li>• Noise</li> <li>• Effect on listed building and conservation area</li> <li>• Layout and density of building</li> <li>• Design, appearance and materials</li> <li>• Government policy</li> <li>• Disabled persons' access</li> <li>• Previous planning decisions (including appeal decisions)</li> <li>• Nature conservation</li> <li>• Economic factors including job creation and New Homes Bonus</li> </ul> <p>Please note that the above list is not exhaustive but provides examples of material planning consideration. It should also be noted that the weight given to any material consideration is determined on a case by case basis."</p>
45	Thistleberry Residents' Association	Qu 1: Having considered the Draft SCI, do you feel sufficiently informed about how you will be involved in plan-making and decision taking?	<p>No</p> <p>No mention is made of Residents Associations in either a or b sections, yet they have to bear the brunt of many developments - large and small.</p>	<p>Comment noted. The councils provide a commitment to inform anyone on the councils' database of consultation on the Joint Local Plan but it is their responsibility to ensure the information the councils hold is kept up-to-date. It is suggested that additional text could be added to paragraph 2.9 and Appendix 1. It is not considered practical to list interest groups within Appendix 1 as these may change overtime and the councils will need to be kept informed by these interest groups of their contact details.</p>	<p>Add to the end of paragraph 2.9 that "This list only contains those consultees and stakeholders which must be consult in order to meet the requirements of regulation 18. Both councils are committed to informing all those who have informed the councils that they wish to be informed of future consultation by including them on the consultation database. Due to the timescales involved in producing planning documents and the number of people wishing to be kept informed the councils have not listed them in the Appendix 1." Add a note at the end of Appendix 1 stating that, "Any person/ group/ organisation who is not listed in Appendix 1 who wishes to be notified of future consultation on planning policy documents should notify the relevant council or councils in order that their information is added to the consultation database to be informed of future consultation. If their contact details change it is the responsibility of the person/ group/ organisation/ agent who has expressed an interest in being kept informed to notify the relevant council."</p>
46	Thistleberry Residents' Association	Qu 1: Having considered the Draft SCI, do you feel sufficiently informed about how you will be involved in plan-	<p>No</p> <p>Residents need to understand the processes before they can properly engage. This document is far too vague to be useful to them to understand how the plan is being drawn and</p>	<p>Comment noted. 'Diagram 1: The Joint Local Plan production process' sets out the stages involved in the Joint Local Plan production process and Tables 1, 2 and 3 set out the methods of communication to be used by the Councils in preparing the Joint Local Plan.</p>	<p>No changes suggested.</p>

		making and decision taking?	how they can engage with that process.		
48	Thistleberry Residents' Association	Qu 2: Do you feel that the Draft SCI presents sufficient opportunities to get involved in plan-making and decision-taking?	No Either LAs want to engage residents in the process or in the issues of planning or they do not. This section and Section 3 inclines towards exclusion/half-heartedness rather positive inclusion.	It is considered that the Draft SCI makes it very clear that each council is committed to providing the public with good opportunities to engage in plan-making and decision-taking. Indeed the proposals set out in the SCI in respect of plan-making go well beyond the statutory minimum.	No change proposed
49	Thistleberry Residents' Association	Qu 3: Are the consultation proposals described in the Draft SCI sufficient and appropriate?	No This section is very weak on both a and b sections. The monitoring of both appears to be non-existent and should be done in any event by an independent body such as the Audit Commission and certainly not in-house.  The Language in both sections is weak implying that it may or may not happen depending on the discretion of the other dealing with the case.	In preparing local planning policy and making decisions on planning applications, the councils are required by national legislation to comply with the consultation measures set out in their adopted Statement of Community Involvement. In respect of the Joint Local Plan a member of the Planning Inspectorate will examine whether or not the councils have fulfilled this legal requirement at the independent examination of the Plan. In decision-taking, a complaint can ultimately be made to the Local Government Ombudsman, who would fairly and independently consider whether the council had complied with the measures in the SCI.	No changes proposed
50	Thistleberry Residents' Association	Qu 3: Are the consultation proposals described in the Draft SCI sufficient and appropriate?	No 3.8 - is fine if it happens in practice. 3.12 - should be overshadow any other considerations or cloud judgment. 3.12, 3.14, 3.15 - very weak. 3.18 - we would like to see these protocols. 3.19 - could be open to exploitation. 3.25 - is ambiguous. 3.39 - does not appear to happen in practice at the moment anyway. 3.41 - should be 'single' not 'solitary'. 3.44 - when does enforcement action take place? 3.45 - Planning Aid and the Ombudsman are very limited in terms of their remit and would need considerable strengthening to make these a suitable recourse. Appendix 1 - Residents Associations should be mentioned specifically as should organisations like Civic Societies where they exist.	3.8 & 3.9 meaning unclear. 3.12. Assuming concerns relate to S106 - any obligation sought must comply with CIL Regs and should only address impacts of a development that can't be dealt with by condition. 3.13-3.15 No legal requirement for applicant to undertake pre-app consultation with the community other than the eg given, as such this can't be strengthened. 3.25 Appendix 6 clarifies publicity methods. 3.39. This does happen as a matter of practice. 3.41 No objection to the change proposed. 3.44 See comments on rep. no. 100 below. 3.45 noted but outside of the control of the Council.  Appendix 1: The councils provides a commitment to inform anyone on the councils' database of consultation on the Joint Local Plan but it is their responsibility to ensure the information the council holds is kept up-to-date. It is suggested that additional text could be added to paragraph 2.9 and Appendix 1. It is not considered practical to list interest groups within Appendix 1 as these may change overtime and the councils will need to be kept informed by these interest groups of their contact details.	Change to paragraph 3.41 through the substitution of the word 'single' to replace 'solitary'.  Add to the end of paragraph 2.9 that "This list only contains those consultees and stakeholders which must be consult in order to meet the requirements of regulation 18. Both councils are committed to informing all those who have informed the councils that they wish to be informed of future consultation by being added to the consultation database. Due to the timescales involved in producing planning documents and the number of people wishing to be kept informed the councils have not listed them in the Appendix 1." Add a note at the end of Appendix 1 stating that, "Any person/ group/ organisation who is not listed in Appendix 1 who wishes to be notified of future consultation on planning policy documents should notify the relevant council or councils in order that their information is added to the consultation database to be informed of future consultation. If their contact details change it is the responsibility of the person/ group/ organisation/ agent who has expressed an interest in being kept informed to notify the relevant council."
51	Thistleberry Residents' Association	Qu 4: Has the Draft SCI sufficiently explained how the councils will consider and respond to comments received in plan-making and decision-taking?	No How do (a) and (b) work out in practice so that comments are take on board particularly those which Las might not like or want to incorporate or agree with. More transparency is needed re how plan-making and decision-making take place. It is not clear at all in this document.	The Draft SCI outlines how public comments are to be considered objectively in both plan-making (in paragraphs 2.17-2.19) and decision-making (in paragraphs 3.23-3.34). The councils are ultimately required to consider all comments in so as far as they relate to material planning considerations and the requirements of the development plan, and this is made clear in the above sections. To help clarify relevant matters in respect of decision-taking, the SCI could include a section on what are material considerations and include a more explicit statement about the framework that	Add at the end of paragraph 3.1 of the Draft SCI "The NPPF paragraphs 196 and 197 identify that "The planning system is plan-led. Planning law requires that applications for planning permission must be determined in accordance with the development plan, unless material considerations indicate otherwise. The Framework is a material consideration in planning decisions." It goes on to state that "In assessing and determining development proposals, local planning authorities should apply the presumption in favour of sustainable development." Also at the end of paragraph 3.16 of the Draft SCI add "As detailed above there are

				plan-making and decision-taking occur within.	<p>only limited number of situations where it is mandatory to carry out pre-application consultation with the local community. These are explained in the Planning Practice Guidance, which states that "Pre-application engagement with the community is encouraged where it will add value to the process and the outcome." Insert footnote Planning Practice Guidance (2014) Paragraph: 009 Reference ID: 20-009-20140306</p> <p>Add to paragraph 3.33 examples of material planning considerations. "Material planning considerations include the following:</p> <ul style="list-style-type: none"> <li>• Overlooking and loss of privacy</li> <li>• Loss of light or overshadowing</li> <li>• Parking</li> <li>• Highway safety</li> <li>• Traffic</li> <li>• Noise</li> <li>• Effect on listed building and conservation area</li> <li>• Layout and density of building</li> <li>• Design, appearance and materials</li> <li>• Government policy</li> <li>• Disabled persons' access</li> <li>• Previous planning decisions (including appeal decisions)</li> <li>• Nature conservation</li> <li>• Economic factors including job creation and New Homes Bonus</li> </ul> <p>Please note that the above list is not exhaustive but provides examples of material planning consideration. It should also be noted that the weight given to any material consideration is determined on a case by case basis."</p>
52	Thistleberry Residents' Association	Qu 4: Has the Draft SCI sufficiently explained how the councils will consider and respond to comments received in plan-making and decision-taking?	No Decision-making does not appear to be transparent - i.e. why has a decision been arrived at, what is the evidence base etc. When people ask they are accused of being vexatious and taking up too much officer time!	Reports are prepared on all applications, other than those which seek approval of details required by condition. Such reports set out all the material considerations, identify the key and discuss the key issues and set out the recommendation. Such reports can be viewed and, it is considered, explain how a decision has been arrived at.	No changes proposed.
53	Thistleberry Residents' Association	Part 1: Introduction and Background	Overall, this document gives the impression of paying lip service to community engagement and of going through the motions, rather than being sincere in its intent.	Comment noted. The Draft SCI at paragraph 1.1 and 1.2 sets out the purpose of the SCI and that "The SCI is extremely important as it will establish a minimum standard of consultation on planning matters and these requirements are closely scrutinised when planning policy documents are independently examined." Paragraph 155 of the NPPF states that "Early and meaningful engagement and collaboration with neighbourhoods, local organisations and businesses is essential. A wide section of the community should be proactively engaged, so as far as possible, reflect a collective vision and a set of agreed priorities for the sustainable development of the area, including those contained in any neighbourhood plans that have been made."	No changes suggested.
54	Staffordshire Police	Part 1: Introduction and Background	This is an opportune moment to revisit the issue of crime prevention responsibilities under Sec 17 of the Crime and Disorder Act 1998 which places a legal duty for authorities (i.e. the joint Councils) to consider crime prevention in all	Comment noted.	No changes suggested.

			that they do, which does of course include the planning process.		
55	Staffordshire Police	Part 3: Development Management	<p>It is the intention of Staffordshire Police to assist planning applicants wherever possible to include measures and sensible design features which help to mitigate potential crime threats to subjects of the application. Many forms of advice are given by police specialists that involve no or very little cost. Some forms of recommendation by the specialists may include the attainment of the Secured by Design award, a proven and well researched standard that features elements of crime prevention by environmental design and target hardening of individual units to minimum security standards. These issues are very much entwined with issues of sustainable communities and quality of life issues that feature in the Draft Statement of Community Involvement consultation document.</p> <p>Planning applications which do not consider security and crime prevention may become subject to a police objection and therefore it is extremely important that early discussions take place.</p>	Comment noted. This matter is outside the scope of the SCI	No changes suggested.
56	Staffordshire Police	Part 2: Planning Policy	<p>On page 14 of the Draft SCI it talks about the duty to co-operate via discussions and liaison with statutory consultees, stakeholders and partners. In the case of the Police and their Crime Prevention specialists the question to ask is "What criteria drive the decision to consult?" An agreed joint protocol should be established between planning departments and police that serve to identify development requiring automatic consultation with the police. However, all applicants (under the agreed protocol) should be encouraged, at the pre application stage, to consider security and crime prevention, and to determine their proposals in this regard. This will serve to evidence that crime prevention is being given reasonable consideration under Sec 17 Crime and disorder Act 1998. These actions would also evidence effective community involvement as it should not be forgotten that crime prevention is indeed a material planning consideration.</p>	Comments noted. Suggest the addition of further explanation of other organisations that discussions may be entered into, as appropriate, under the Duty to Cooperate.	<p>Add to the end of paragraph 2.13 "This will involve discussions with other organisations, Government Agencies and Departments as appropriate including:</p> <ul style="list-style-type: none"> <li>• Staffordshire Police</li> <li>• Staffordshire and Stoke-on-Trent Local Enterprise Partnership</li> <li>• NHS Trust</li> <li>• Utility Companies</li> <li>• Relevant Government Agencies and Departments</li> </ul> <p>Please note that the above list is not exhaustive and may be subject to change over time."</p> <p>At Appendix 1 add under 'Other Organisations' and "Staffordshire Police and Crime Commissioner"</p>
57	Staffordshire Police	Part 2: Planning Policy	Many planning applications, such as dwellings, commercial units, shutters and licensing may overlap council policies, issues around policing,	Comments noted. Staffordshire Police are listed at Appendix 1 of the Draft SCI and therefore will be consulted in the production of the Joint Local Plan. Regarding consultation on SPDs the Councils	No changes suggested.

			and crime prevention. It is important therefore that crime prevention is not overlooked with regard to Supplementary Planning Documents (SPDs) and to this end I again recommend early consultation with police specialists (Architectural Liaison Officers) regarding SPDs.	will follow the requirements set out in The Town and Country Planning (Local Planning) (England) Regulations 2012. Table 4 : SPD production sets out that at both the 'Evidence Gathering and SPD Preparation Stage' and 'Publication Stage' that the Councils will 'Liaise with statutory consultees/ partnerships'	
58	Staffordshire Police	Part 3: Development Management	<p>Many planning applications, such as dwellings, commercial units, shutters and licensing may overlap council policies, issues around policing, and crime prevention. It is important therefore that crime prevention is not overlooked with regard to Supplementary Planning Documents (SPDs) and to this end I again recommend early consultation with police specialists (Architectural Liaison Officers) regarding SPDs.</p> <p>I would suggest that the above content in this report particularly underpins paragraphs on page 22 namely 3.10 and 3.11 and 3.12 (early engagement), and paragraphs 3.14, 3.15, 3.16, 3.17 (community involvement).</p>	See response to representation 57. It would also be impractical to list all the scenarios of organisations which could be consulted on a planning application. However, it is worth noting that non-statutory consultees will be consulted in line with the NPPG Paragraph: 022 Reference ID: 15-022-20140306	Amend paragraph 3.22 to read "Non-statutory consultees will be engaged in line with the requirements of the Planning Practice Guidance which requires that the councils should consider whether there are planning policy reasons to engage other consultees who- whilst not designated in law- are likely to have an interest in a proposed development."
59	Staffordshire Police	Part 3: Development Management	In writing this report I recognise that paragraph 3.22 on page 23 of the Draft SCI explains that there are different forms of consultation, and that the Draft SCI specifically refers to consultation with the public, however I have taken the opportunity to make observations that are intended to assist members of the public and applicants in effectively addressing crime intervention issues and therefore avoiding problems that may arise via future police consultation as part of the planning process.	Comment noted.	No changes suggested.
60	Dawn Dobson	Qu 1: Having considered the Draft SCI, do you feel sufficiently informed about how you will be involved in plan-making and decision taking?	Yes	n/a	n/a
61	Dawn Dobson	Qu 2: Do you feel that the Draft SCI presents sufficient opportunities to get involved in plan-making and decision-taking?	Yes	n/a	n/a
62	Dawn Dobson	Qu 3: Are the consultation proposals described in the Draft	Yes	n/a	n/a

		SCI sufficient and appropriate?			
63	Dawn Dobson	Qu 4: Has the Draft SCI sufficiently explained how the councils will consider and respond to comments received in plan-making and decision-taking?	Yes	n/a	n/a
64	Dawn Dobson	Part 3: Development Management	<p>I hope that those affected by any Planning Application will be consulted throughout the whole of the project.</p> <p>At the moment Audley Parish/Bignall End/Talke Pits are being affected by a Planning Application by UK Coal for an Opencast on Great Oak. All seems to have gone quiet and even through the application deadline was September 2014. We are still in the dark as to what is happening. We need more information and updates on a regular basis.</p>	<p>Comment noted. The Draft SCI sets out how the councils will undertake consultation in future, once the SCI is adopted. Both councils display up to date application material on their websites including representations, consultations, reports. In the event of a significant amendment to the proposals, appropriate publicity will be given.</p>	No changes suggested.
65	Stephanie Evans	Qu 1: Having considered the Draft SCI, do you feel sufficiently informed about how you will be involved in plan-making and decision taking?	Yes	n/a	n/a
66	Stephanie Evans	Qu 2: Do you feel that the Draft SCI presents sufficient opportunities to get involved in plan-making and decision-taking?	Yes	n/a	n/a
67	Stephanie Evans	Qu 3: Are the consultation proposals described in the Draft SCI sufficient and appropriate?	Yes	n/a	n/a
68	Stephanie Evans	Qu 4: Has the Draft SCI sufficiently explained how the councils will consider and respond to comments received in plan-making and decision-taking?	Yes	n/a	n/a
69	Keele Parish Council	Appendix 1	KPC would like to see more reference to community involvement, bearing in mind it is a draft SCI. Currently it is very heavy towards	It is acknowledged that Parish Councils, LAPs and residents associations are an important means of helping to communicate information to and from the councils. However, specific groups are	Add a note at the end of Appendix 1 stating that, " Any person/ group/ organisation who is not listed in Appendix 1 who wishes to be notified of future consultation on planning policy documents should notify the



			<p>other stakeholders more so that Parish Councils and residents of the borough.</p> <p>No mention of the LAPs in the process or as a stakeholder? Residents Associations?</p>	<p>not generally identified in detail due to vast number of potential groups which could be named across the two authority areas. Nonetheless, the councils did make all Parish Councils and Locality Action Partnership chairs aware of the Draft SCI consultation and will continue to consult these groups throughout the preparation of the Joint Local Plan.</p> <p>There is no requirement for Resident Associations to register themselves with the councils, therefore such organisations are included on the consultation database as and when they notify the councils of their interest in planning policy issues and request to be added. It is ultimately up to individual Resident Associations to decide if they have an interest in local plan-making and therefore want to be added to the consultation database. The Draft SCI provides instructions on how to be added to each council's consultation database.</p>	<p>relevant council or councils in order that their information is added to the consultation database to be informed of future consultation. If their contact details change it is the responsibility of the person/ group/ organisation/ agent who has expressed an interest in being kept informed to notify the relevant council".</p>
70	Keele Parish Council	Part 3: Development Management	<p>KPC would like to have clearer understanding of the detail in terms of how exactly will Parish Councils and residents be involved - are you passively or actively seeking comments ... bearing in mind in the past few months Keele have actively provided comments on planning applications but it is felt that these have been dismissed, only later to be validated by other parties.</p>	<p>The SCI seeks to provide such a clearer understanding.</p>	<p>No changes proposed.</p>
71	Keele Parish Council	Part 2: Planning Policy	<p>There should be clearer reference (none currently) to any emerging Neighbourhood Plans and how these fit into the process - in the event of some being drawn up alongside the Local Plan. What support and links are there to the JLT if communities/developers choose to follow this approach? How would these be adopted within the timescale....</p>	<p>Comment noted. In accordance with the Localism Act 2011, a SCI is not intended to explain the process of neighbourhood planning and the role of a local planning authority in that process, rather its purpose is to focus on setting out the process for involving the community in the local development documents to be prepared by the Local Planning Authority. Nevertheless there is merit in including some text on Neighbourhood Planning to explain its role within the planning system.</p>	<p>Suggest amendments to the 'Plan-making' section in Part 1 to explain the role of Neighbourhood Plans alongside Local Plans:</p> <p>Insert new paragraphs after 1.21:  "1.21 Plan-making involves thinking ahead about where it might be best to build new development to provide new homes and new jobs, whilst at the same time thinking about the necessary support facilities such as shops, schools, doctors.  Local authority plans</p> <p>1.22 The type of plans normally prepared by a local authority (see Part 2: Planning Policy) usually deal with strategic issues i.e. issues that affect the whole of a local authority area and might impact on neighbouring local authorities, for example planning to ensure the housing needs of the whole local authority area can be fully met.  Neighbourhood plans</p> <p>1.23 Since the Localism Act in 2011 the community is able to prepare neighbourhood development plans. These set out how a community wants their neighbourhood to be i.e. a vision for that area, and policies and proposals for the use and development of land. The decision to prepare a neighbourhood plan has to be made by the relevant designated bodies, such as parish and town councils, business forums and neighbourhood forums. Further information will be available on both councils' websites."</p>

					Amend other paragraph numbers as required
72	Keele Parish Council	Part 2: Planning Policy	<p>More explanation on the different types of consultation methods to be used for lay people ... how will you explain the bigger picture visually so that people can see the impact of the suggestions/your proposals. Heavy text documents and reliance on the electronic maps is not considered to be suitable to reach all user groups ... Large scale maps on a planning for real basis for more appropriate.</p>	<p>Comment noted. 'Diagram 1: The Joint Local Plan production process' sets out the stages involved in the Joint Local Plan production process and Tables 1, 2 and 3 set out the methods of communication to be used by the councils in preparing the Joint Local Plan. A variety of methods are set out in Tables 1 to 4. However it also must be noted that whilst the councils will seek to communicate in 'plain english' it also needs to be recognised that as planning policy documents will be used in the determination of planning applications they need to be written in a way that meets statutory and regulatory requirements. Paragraph 2.2 of the Draft SCI makes a commitment that "A range of methods and techniques will be used to involve the communities of both local authorities." It also explains that the methods set out in Tables 1 to 4 have "taken into account the outcomes of Newcastle-Under-Lyme Borough Council's public consultation exercise in 2012 to determine the scope and methods to be used in public consultation on site allocations and local planning policies."</p>	No changes suggested.
73	Paul Farrelly MP	Part 3: Development Management	<p>I have had the opportunity to consider the draft SCI in detail and the consultation process appears to be very much in line with good practice and the procedures adopted previously.</p> <p>Regarding the draft SCI, it is only in respect of the Borough's 'guillotine' that I have any substantive comments to make, and I note that Stoke-on-Trent adopts a different practice.</p> <p>While, on the face of it, the 'guillotine policy' - a cut off of four days before the application is determined seems reasonable, I have some concerns about my experience of its operation in practice.</p> <p>In particular, I seem to remember occasions when the 'guillotine' has been put into effect more than four days in advance of a meeting where an application is actually determined.</p> <p>In particular, when a major application has been made, but the planning meeting has been deferred - on occasion several times - beyond the normal statutory deadline for determination, I recall frustration in the past that the 'guillotine' has not been extended.</p> <p>I would be grateful, therefore, if the guillotine's practical operation could be reviewed as part of this SCI exercise - and to ensure all important</p>	<p>The operation of a guillotine on late representations was introduced by Newcastle's Planning Committee in July 2008 following a number of cases where members had been asked to consider at the Planning Committee itself significant new information material to the determination of an application. It has been operated with due regard to the legal requirement that a Local Planning Authority takes into account any material planning consideration and does not take into account any immaterial consideration. It is applied in a manner so that it does not cut down any period for comment referred to in publicity. It is considered an essential part of the efficient and effective decision making of the Planning Committee. The guillotine policy as adopted and subsequently reaffirmed after a trial period refers to working days rather than days. If a decision on an application is deferred (by the Planning Committee) the guillotine should be lifted, before being reimposed. Officers operating the guillotine will be reminded of the required procedures</p>	No changes suggested

			<p>views by statutory consultees are in the public domain, too, so that full representations can be made by the public, including myself.</p> <p>Separately, I also remember on one occasion when I submitted representations under the 'guillotine' at 6pm in the evening from my Westminster Officer - only to be told by Guy Benson, the Head of Development Control, that he had deemed the cut-off to be at 5pm, the Council's 'normal office hours', so they would not be reported to the Planning Committee.</p> <p>This seemed to me to be rather harsh and inflexible (and the actual time is not in the Committee's 'guillotine' resolution), but my protests were to no avail. I would be grateful if a little leeway (up to midnight) in this aspect of the guillotine's practical operation could also be considered as part of this consultation on the draft SCI.</p>		
74	Paul Farrelly MP	Part 2: Planning Policy	<p>Regarding the 'Call for Sites' exercise, which is part of the statutory Local Plan sequence, clearly as I am not a site owner this did not involve me, or most of the members of the public.</p> <p>I see, too, that the Borough itself responded to the call submitting a survey, effectively, of land the Council owns.</p>	This issue is outside the scope of the Draft SCI consultation as it relates to the decision of Newcastle-under-Lyme Borough Council to participate in the Call for Sites in its role as landowner.	No changes proposed
75	Donald Butterworth	Qu 1: Having considered the Draft SCI, do you feel sufficiently informed about how you will be involved in plan-making and decision taking?	Yes	n/a	n/a
76	Donald Butterworth	Qu 2: Do you feel that the Draft SCI presents sufficient opportunities to get involved in plan-making and decision-taking?	Yes	n/a	n/a
77	Donald Butterworth	Qu 3: Are the consultation proposals described in the Draft SCI sufficient and appropriate?	Yes	n/a	n/a
78	Donald	Qu 4: Has the Draft SCI	Yes	n/a	n/a

	Butterworth	sufficiently explained how the councils will consider and respond to comments received in plan-making and decision-taking?			
79	Donald Butterworth	Part 1: Introduction and Background	<p>It is important for both the City and Borough Councils to fully appreciate the definition of the word "consult" and its derivatives as used in the Draft SCI. The policy of "consultation" would appear to indicate a significant shift in the current workings of the Borough Council and particularly the Planning Department which lacks credibility probably resulting from "management" issues.</p> <p>Whilst the Draft SCI says all the right things the City and Borough Councils must be prepared to "practice what they preach" in an open and transparent way. Any failure to do so then the offending parties must be held publicly responsible as would be the case in a commercial environment within a clearly defined and transparent disciplinary code with formal procedures.</p>	In preparing local planning policy and making decisions on planning applications, the councils are required by national legislation to comply with the consultation measures set out in their adopted Statement of Community Involvement. In plan-making, a member of the Planning Inspectorate will examine whether or not the councils have fulfilled this legal requirement in preparing the Joint Local Plan at the plan's independent examination. In decision-taking, a complaint can ultimately be made to the Local Government Ombudsman, who would fairly and independently consider whether the council had complied with the measures in the SCI. Both Councils also have procedures for the review of formal complaints.	No changes proposed
80	Westland, Seabridge and Claytom Residents Association	Qu 1: Having considered the Draft SCI, do you feel sufficiently informed about how you will be involved in plan-making and decision taking?	Yes	n/a	n/a
81	Westland, Seabridge and Claytom Residents Association	Qu 2: Do you feel that the Draft SCI presents sufficient opportunities to get involved in plan-making and decision-taking?	Yes	n/a	n/a
82	Westland, Seabridge and Claytom Residents Association	Qu 3: Are the consultation proposals described in the Draft SCI sufficient and appropriate?	No	n/a	n/a

83	Westland, Seabridge and Claytom Residents Association	Part 2: Planning Policy	1.1 Publication of documents on the Internet (IN) and availability in public venues requiring frequent visits to both 'in case' of proposals existing which might be of concern. Your reference to newspapers OK provided notices are strongly headlined - more than once,	<p>This representation appears to suggest that consultations should be advertised in newspapers through multiple press notices. However, there would be significant costs associated with increasing the number of press notices.</p> <p>In respect of plan-making consultations, the Draft SCI explains at paragraphs 2.6-2.10 that residents are welcome to contact the councils and request they are added to the councils' consultation database, ensuring they are automatically notified on any plan-making consultations. In respect of decision-taking, a number of measures other than use of public venues and the internet are used to ensure members of the public are notified of planning applications. These include press notices, site notices, direct neighbour notification and a "saved search" function, which offers automatic notification of any applications coming forward on a specified property or area.</p> <p>Given the limited resources available to the councils and the need to reach a wide cross-section of the public, it is considered that it is not appropriate to focus resources into a singular consultation method, such as newspaper advertisements.</p>	No changes proposed
84	Westland, Seabridge and Claytom Residents Association	Part 2: Planning Policy	1.2 Residents who do not have IN access should not be penalised by having to pay for hard copies.	<p>Given the substantial cost involved in producing hard copies of Joint Local Plan documents and the limited financial resources available to the council, it is not possible for these to be provided for free. However, the councils also recognise that not everyone has access to a computer or is computer literate. Therefore, the measures identified in Tables 1-3 and Appendix 8 of the Draft SCI make it clear that a range of public venues will be used as deposit locations for documents prepared at key stages of the Joint Local Plan preparation process. Furthermore, computers with internet access are available to use at many of the public venues used as deposit locations, including customer contact centres and most libraries.</p>	No changes proposed.
85	Westland, Seabridge and Claytom Residents Association	Part 2: Planning Policy	1.3 Display Notices in proposed development areas. More than the minimum legal requirements in terms of numbers of notices displayed is essential. Residents responses - Westlands, Seabridge and Clayton - on issues at the Road Show 2012 confirmed that very many had not seen posters. A 'hands up' poll at my request showed that only one person originally come across the issue on the Internet!!	<p>It is not clear whether this is referring to the publicity associated with a consultation event or the notices proposed to be displayed on an 'allocation' site.</p> <p>There is no legal requirement to display notices proposing the allocation of land for development and there is no legal requirement to post notices informing the public of a plan-making consultation event. However, the Draft SCI does propose that site notices will be displayed in publicly accessible and visible locations at site boundaries when the councils are proposing the allocation of such sites for development and also display 'posters' to promote publicity events.</p> <p>The decision to display a poster in a particular location is a question of judgement, but there is always going to be a risk that it won't be seen. However, it would be inappropriate to deal with this by saturating an area with posters, particularly since the Draft</p>	No change is proposed to the Draft SCI, but the councils will endeavour to ensure that posters are displayed in prominent locations well in advance of a consultation event

				<p>SCI contains a wide range of methods for publicising consultation events. The community can help to overcome the limitation of posters by helping to spread information by word of mouth. Perhaps what is the most helpful way of addressing this issue is to ensure that the posters publicising consultations are put on display well in advance of a consultation event.</p> <p>In addition to site notices, a number of other measures, such as social media, the councils' websites and any other new technologies where resources permit will be used to inform people of proposals</p>	
86	Westland, Seabridge and Claytom Residents Association	Part 2: Planning Policy	2.0 Your 2.7 Consultation Database. Resident Associations should be listed. It is not evident from the list that such bodies are included.	As there is no requirement for Resident Associations to register themselves with the councils, such organisations are included on the consultation database as and when they notify the councils of the interest in planning policy issues. It is ultimately up to individual Resident Associations to decide if they have an interest in local planning policy and therefore want to be added to the consultation database (in which case the Draft SCI provides instructions of how they can ensure they are added to the database).	Add a note at the end of Appendix 1 stating that, "Any person/ group/ organisation who is not listed in Appendix 1 who wishes to be notified of future consultation on planning policy documents should notify the relevant council or councils in order that their information is added to the consultation database to be informed of future consultation. If their contact details change it is the responsibility of the person/ group/ organisation/ agent who has expressed an interest in being kept informed to notify the relevant council."
87	Westland, Seabridge and Claytom Residents Association	Appendix 1	2.0 Your 2.7 Consultation Database. Resident Associations should be listed. It is not evident from the list that such bodies are included.	As there is no requirement for Resident Associations to register themselves with the councils, such organisations are included on the consultation database as and when they notify the councils of the interest in planning policy issues and request to be added. It is ultimately up to individual Resident Associations to decide if they have an interest in local planning policy and therefore want to be added to the consultation database (in which case the Draft SCI provides instructions of how they can ensure they are added to the database).	Add a note at the end of Appendix 1 stating that, "Any person/ group/ organisation who is not listed in Appendix 1 who wishes to be notified of future consultation on planning policy documents should notify the relevant council or councils in order that their information is added to the consultation database to be informed of future consultation. If their contact details change it is the responsibility of the person/ group/ organisation/ agent who has expressed an interest in being kept informed to notify the relevant council."
88	Westland, Seabridge and Claytom Residents Association	Part 3: Development Management	3.3 Representations. The document should include a list of what are 'material considerations'.	Comment noted. Additional text suggested at paragraph 3.33 to provide examples of material planning considerations. The list is not exhaustive and a note to this effect is also suggested.	<p>Add to paragraph 3.33 examples of material planning considerations.</p> <p>"Material planning considerations include the following:</p> <ul style="list-style-type: none"> <li>• Overlooking and loss of privacy</li> <li>• Loss of light or overshadowing</li> <li>• Parking</li> <li>• Highway safety</li> <li>• Traffic</li> <li>• Noise</li> <li>• Effect on listed building and conservation area</li> <li>• Layout and density of building</li> <li>• Design, appearance and materials</li> <li>• Government policy</li> <li>• Disabled persons' access</li> <li>• Previous planning decisions (including appeal decisions)</li> <li>• Nature conservation</li> <li>• Economic factors including job creation and New Homes Bonus</li> </ul> <p>Please note that the above list is not exhaustive but provides examples of material planning consideration. It should also be noted that the weight given to any material consideration is determined on a case by case basis."</p>
89	Councillor Marion	Qu 1: Having considered the Draft	Yes	It's not clear which 'plan' is being referred to, it is assumed that this is the Draft SCI. It is considered that there is an appropriate	No changes proposed to the Draft SCI

	Reddish	SCI, do you feel sufficiently informed about how you will be involved in plan-making and decision taking?	<p>Residents who have contacted me say there is too much information and not enough background information background information as to how this plan was formulated.</p> <p>They are disappointed that the consultation period was 6 weeks only - just before Christmas.</p> <p>They do not want a joint plan with Stoke - they would have preferred a Borough one.</p>	<p>level of information in the SCI and this is well balanced with the information explaining why an SCI is being prepared (see section 1.1 - 1.13 of the Draft SCI).</p> <p>There is no minimum statutory period for consultation on an SCI. The six week period reflected the standard length of consultation at statutory stages of the plan-making process. The timing of the Draft SCI consultation was to ensure that the preparation of the Joint Local Plan was not unduly delayed and it was considered that consulting over a six week period would not significantly disadvantage the public from participating.</p> <p>The issue of preparing a Joint Local Plan with Stoke is outside the scope of the Draft SCI consultation. The Draft SCI sets out how the two councils propose to engage with public in preparing the Joint Local Plan and determining planning applications. It does not consider the principle of whether Newcastle-under-Lyme Borough Council should prepare planning policy with Stoke-on-Trent City Council. The decision to prepare a Joint Local Plan was taken in March 2014</p>	
90	Councillor Marion Reddish	Qu 2: Do you feel that the Draft SCI presents sufficient opportunities to get involved in plan-making and decision-taking?	<p>Yes</p> <p>Residents do not accept that site notices are enough and would want those notified by letter to be greater.</p> <p>Residents feel there should have been more time/effort made publishing the SCI to those who do not have a computer.</p> <p>Residents wanted public meetings to explain more.</p>	<p>It is acknowledged that not everybody is computer literate. The councils used a variety of different measures in publicising the Draft SCI consultation, including sending letters or emailing all consultees on their respective consultation databases (which is open to any member of the public). Furthermore, hard copies of the consultation documents were put on deposit in local libraries and community centres, Parish Councils and Locality Action Partnership chairs in Newcastle-under-Lyme were consulted and the consultation was advertised in the councils' newspaper (The Reporter). However, a balance must be struck between the need to consult communities and the limited resources at the councils' disposal.</p> <p>In light of this, it is felt that the measures used in consulting on the Draft SCI were appropriate. Furthermore, it is important to note that manned exhibitions and focus groups and workshops will both be used to engage the public in consultations on the Issues and Strategic Options and Draft Local Plan stages.</p>	No changes proposed
91	Councillor Marion Reddish	Qu 3: Are the consultation proposals described in the Draft SCI sufficient and appropriate?	<p>No</p> <p>Residents do not accept that site notices are enough and would want those notified by letter to be greater.</p> <p>Residents feel there should have been more time/effort made publishing the SCI to those who do not have a computer.</p> <p>Residents wanted public meetings to explain more.</p>	<p>App 4 sets out which neighbours are notified of an application. A site notice is likely to make more aware of an application than neighbour notification letters. It is acknowledged that consultation information should be easily available to non-computer users. The Draft SCI consultation was publicised using a broad range of measures so that it could be accessed by people without access to a computer. It is considered that these consultation measures were sufficient in light of the limited resources available to the council. However, measures such as focus groups, workshops and manned exhibitions will be used in consulting at key stages of the Joint Local Plan production process, as outlined in Table 2 of the Draft SCI.</p>	No changes proposed.

			Public need to be better informed about where and when applications are publicised. There doesn't appear to be consistency - major/minor different.  Amendments do need to be publicised and further scrutinised.	The SCI seeks to inform the public about how applications will be publicised. In addition, the SCI indicates that further consultation will be undertaken on amended applications in certain circumstances. It is not justified to re-consult on all amendments as this would introduce an unnecessary delay in reaching a decision and will cost more.	
92	Councillor Marion Reddish	Qu 4: Has the Draft SCI sufficiently explained how the councils will consider and respond to comments received in plan-making and decision-taking?	Yes  Residents are wanting more explanation but in a simpler form. They have very much looked at Land Sales as the issue, rather than SCI on a larger scale.  It is disappointing and confusing that the NBC Cabinet Agenda of Nove listed Sites and then they received this consultation. They will not separate the two.	The councils have attempted to strike a balance between providing sufficient information and avoiding the risk of overloading the reader with too much information. Without specific suggestions it is difficult to know which parts of the Draft SCI need to be amended to address this concern.  Comment noted. In November 2014, Newcastle-under-Lyme Borough Council's Cabinet made a decision to participate in the Call for Sites initiative and made a separate decision to proceed with the disposal of several sites in its ownership, which had been subject to public consultation. These two and entirely separate decisions, relating to different sites across the borough, appear to have been confused. This is unfortunate but nevertheless issues raised regarding the Call for Sites initiative are outside the scope of the SCI.	No change proposed
93	Councillor Marion Reddish	Part 3: Development Management	I think there needs to be more explanation about the difference between Section 106 and the suggested Community Involvement Statement.	Comment noted. A Section 106 (S.106) is a way of securing a planning obligation. Paragraph 3.12 of the Draft SCI explains "For all planning applications, the borough council and the city council can advise on what is required to support an application and how planning policies will be applied when considering the proposal. In some cases, both councils will also negotiate Planning Obligations (see Glossary) via S.106 agreements and undertakings." Appendix 8: Glossary defines what a Statement of Community Involvement is and what a Consultation Statement is.	Add Section 106 to Appendix 8 Glossary "Section 106 (S.106): A mechanism for securing planning obligations."
94	Councillor Marion Reddish	Part 2: Planning Policy	Opposition to 'call for sites' and the inclusion of "The Butts" site.	This matter is outside the scope of the Draft SCI consultation as it relates to Newcastle-under-Lyme Borough Council's decision to participate in the 'Call for Sites' exercise carried out between 8 September 2014 and 31 October 2014.	No change proposed.
95	Newcastle-under-Lyme Civic Society	Qu 1: Having considered the Draft SCI, do you feel sufficiently informed about how you will be involved in plan-making and decision taking?	Yes	n/a	n/a
96	Newcastle-under-Lyme Civic Society	Qu 2: Do you feel that the Draft SCI presents sufficient opportunities to get involved in plan-making and decision-taking?	Yes	n/a	n/a
97	Newcastle-	Qu 3: Are the	Yes	n/a	n/a



	under-Lyme Civic Society	consultation proposals described in the Draft SCI sufficient and appropriate?			
98	Newcastle-under-Lyme Civic Society	Qu 4: Has the Draft SCI sufficiently explained how the councils will consider and respond to comments received in plan-making and decision-taking?	Yes	n/a	n/a
99	Newcastle-under-Lyme Civic Society	Part 3: Development Management	However on a matter of some specific practices described in the draft, one of our members questions whether the practice described in 3.39 (opportunities for objectors to see planning officers reports and to address the planning committee) has in fact been operating and wonders whether it will be operated better in the future.	The practice has been operating and will continue to be operated.	No changes proposed.
100	Newcastle-under-Lyme Civic Society	Part 3: Development Management	Also more than one of our members have a belief that enforcement action against unauthorised development has often been weak up to now and the relevant section in the draft (SCI 3.44) in talking about what is expedient does not seem to hold out much hope for a more vigorous enforcement regime.	An Enforcement Plan is being prepared, in accordance with the National Planning Policy Framework, to manage enforcement proactively. It will set out how the council will monitor the implementation of planning permissions, investigate alleged cases of unauthorised development and take action where it is appropriate to do so.	No changes proposed.
101	Loggerheads Parish Council	Qu 1: Having considered the Draft SCI, do you feel sufficiently informed about how you will be involved in plan-making and decision taking?	Yes	n/a	n/a
102	Loggerheads Parish Council	Qu 2: Do you feel that the Draft SCI presents sufficient opportunities to get involved in plan-making and decision-taking?	Yes	n/a	n/a
103	Loggerheads Parish Council	Qu 3: Are the consultation proposals described in the Draft SCI sufficient and appropriate?	Yes	n/a	n/a

104	Loggerheads Parish Council	Qu 4: Has the Draft SCI sufficiently explained how the councils will consider and respond to comments received in plan-making and decision-taking?	<p>No</p> <p>At para 3.28 Stoke City Council will allow comments up to the date of the Planning Committee but NuLBC do not.</p> <p>At Para 3.29 City Council will provide and an acknowledgement, NuLBC do not.</p> <p>I would like to see NuLBC adopt the same standards as Stoke.</p>	<p>1The operation of a guillotine on late representations was introduced by Newcastle's Planning Committee in July 2008 following a number of cases where members had been asked to consider at the Planning Committee itself significant new information material to the determination of an application. It has been operated with due regard to the legal requirement that a Local Planning Authority takes into account any material planning consideration and does not take into account any immaterial consideration. It is applied in a manner so that it does not cut down any period for comment referred to in publicity. It is considered an essential part of the efficient and effective decision making of the Planning Committee. 2. It is possible to establish whether a representation has been received without an acknowledgement being sent and the practice takes up resources (support officer time and cost) which could be deployed elsewhere and would improve the performance of the section. It is possible for the two authorities to have different approaches, each aligned to their respective needs.</p>	No changes suggested
105	The Coal Authority (Planning and Local Authority Liaison Department)	Appendix 1	<p>OBJECT - In this appendix you rightly refer to the Town and Country Planning (Local Planning)(England) Regulations 2012, in relation to Specific Consultation Bodies. However you do not specify precisely who these are, the description 'Relevant Government Agencies &amp; Departments' is considered to be imprecise and unclear. The Coal Authority is a Specific Consultation Body under these Regulations, however this fact is not made clear and it appears that the councils may not appreciate this fact. I note that we were sent the General Consultee Letter for the SCI which appears to demonstrate a misunderstanding of our legal status... Regulation 2 clearly indicated The Coal Authority to be a Specific Consultation Body. Appendix 1 should be amended to clearly specify the full list of bodies defined under the Regulations as the Specific Consultation Bodies.</p>	<p>Comment noted. Suggest additional text after relevant Government Agencies &amp; Departments to further explain that this includes the Coal Authority.</p>	<p>Add to 'Appendix 1: Joint Local Plan consultation bodies' after Relevant Government Agencies &amp; Departments "(including those listed in the Regulations as "specific consultation bodies" the Coal Authority, the Environment Agency, the Historic Buildings and Monuments Commission for England (known as English Heritage), the Marine Management Organisation, Natural England, Network Rail Infrastructure Limited, the Highways Agency and Homes and Communities Agency)"</p>
106	The Coal Authority (Planning and Local Authority Liaison Department)	Part 3: Development Management	<p>COMMENT - It is noted that the Councils recognise that they have an obligation to consult Statutory Consultees in the development management process. The Coal Authority is such a Statutory Consultee.</p>	<p>Comment noted. Suggest additional text after relevant Government Agencies &amp; Departments to further explain that this includes the Coal Authority.</p>	<p>Comment noted. Suggest additional text after relevant Government Agencies &amp; Departments to further explain that this includes the Coal Authority.</p>
107	Health and Safety Executive	Part 1: Introduction and Background	<p>We have concluded that we have no representation to make on this occasion. This is because your consultation request is not concerned with the potential encroachment of</p>	<p>Comment noted.</p>	No changes suggested.

			future development on the consultation zones of major hazard installations or MAHPs. As the request is not relevant to the HSE's land-use planning policy, we do not need to be informed of the next stages in the adoption of the Joint Draft Statement of Community Involvement.		
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