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PLEASE NOTE THAT PRAYERS WILL BE HELD AT 6.50PM BEFORE THE COMMENCEMENT OF THE BUSINESS OF THE COUNCIL.

THE MAYOR REQUESTS THAT ANY MEMBER WISHING TO PARTICIPATE IN PRAYERS BE IN ATTENDANCE IN THE COUNCIL CHAMBER BY NO LATER THAN 6.45PM.

Dear Sir/Madam,

You are summoned to attend the meeting of the Borough Council of Newcastle-under-Lyme to be held in the ***Council Chamber, Civic Offices, Merrial Street, Newcastle-under-Lyme, Staffordshire, ST5 2AG*** on ***Wednesday, 15th July, 2015*** at ***7.00 pm***.

BUSINESS

- 1 **Apologies**
- 2 **DECLARATIONS OF INTEREST**
To receive declarations of interest from Members on items contained within this agenda.
- 3 **MINUTES** (Pages 5 - 22)
To consider the minutes of the previous meeting(s)
- 4 **Mayors Announcements**
- 5 **Treasury Management Annual Report 2014/2015** (Pages 23 - 34)
- 6 **Newcastle under Lyme and Stoke on Trent Statement of Community Involvement** (Pages 35 - 66)
- 7 **Appointment of Representative on the LGIU Member Assembly** (Pages 67 - 68)
- 8 **STATEMENT OF THE LEADER OF THE COUNCIL** (Pages 69 - 72)
To receive a statement by the Leader of the Council on the activities and decisions of Cabinet and items included on the Forward Plan.
- 9 **REPORTS OF THE CHAIRS OF THE SCRUTINY COMMITTEES**

Chairs are requested to submit written reports to the Democratic Services Manager 2 days before the meeting at the very latest.

- a) Finance, Resources and Partnerships Scrutiny Committee
- b) Active and Cohesive Communities Scrutiny Committee
- c) Cleaner, Greener and Safer Communities Scrutiny Committee
- d) Economic Development and Enterprise Scrutiny Committee
- e) Health and Wellbeing Scrutiny Committee

10 REPORTS OF THE CHAIRS OF THE REGULATORY COMMITTEES

Chairs are requested to submit written reports to the Democratic Services Manager 2 days before the meeting at the very latest.

- a) Audit and Risk Committee
- b) Planning Committee
- c) Licensing Committee
- d) Public Protection Committee

11 MOTIONS OF MEMBERS (Pages 73 - 74)

A notice of motion other than those listed under procedure rule 10 must reach the Chief Executive ten clear days before the relevant Meeting of the Council.

12 RECEIPT OF PETITIONS

To receive from Members any petitions which they wish to present to the Council.

13 STANDING ORDER 18 - URGENT BUSINESS

To consider any communications which pursuant to Standing Order No18 are, in the opinion of the Mayor, of an urgent nature and to pass thereon such resolutions as may be deemed necessary.

Yours faithfully

A handwritten signature in black ink, appearing to be 'SJA', is written over a horizontal line. The signature is stylized and cursive.

Chief Executive

NOTICE FOR COUNCILLORS

1. Fire/Bomb Alerts

In the event of the fire alarm sounding, leave the building immediately, following the fire exit signs. Do not stop to collect personal belongings, do not use the lifts.

Fire exits are to be found either side of the rear of the Council Chamber and at the rear of the Public Gallery.

On exiting the building Members, Officers and the Public must assemble at the car park at the rear of the Aspire Housing Office opposite to the Civic Offices. DO NOT re-enter the building until advised to by the Controlling Officer.

2. Attendance Record

Please sign the Attendance Record sheet, which will be circulating around the Council Chamber. Please ensure that the sheet is signed before leaving the meeting.

3. Mobile Phones

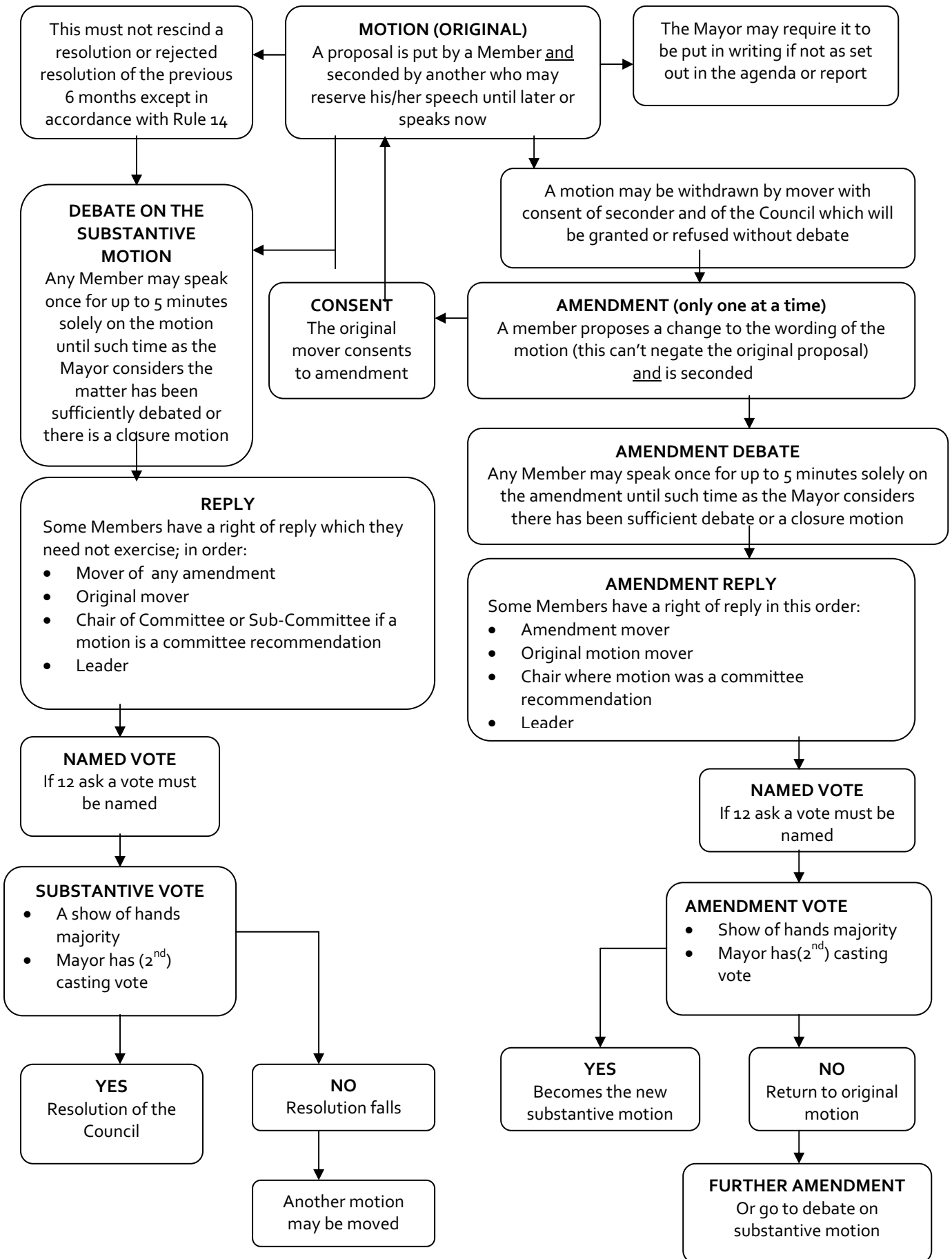
Please switch off all mobile phones before entering the Council Chamber.

4. Tea/Coffee

Refreshments will be available at the conclusion of the meeting, or in the event of a break occurring, during that break.

5. Notice of Motion

A Notice of Motion other than those listed in Standing Order 19 must reach the Chief Executive ten clear days before the relevant Meeting of the Council. Further information on Notices of Motion can be found in Section 5, Standing Order 20 of the Constitution of the Council.



COUNCIL

Wednesday, 20th May, 2015

Present:- Councillor Mrs Linda Hailstones – in the Chair

Councillors Walklate, Welsh, Johnson, Cooper, Beech, Hambleton, Matthews, Hambleton, Wemyss, Wilkes, Williams, Williams, Astle, Hailstones, Allport, Eagles, Kearon, Waring, Loades, Holland, Bailey, Cooper, Reddish, Robinson, Shenton, Simpson, Heesom, Sweeney, Tagg, Bates, White, Mancey, Burgess, Eastwood, Baker, Peers, Plant, Stringer, Stubbs, Turner, Winfield, Rout, J Tagg, Harper, Huckfield, Naylor, Northcott, Proctor, Braithwaite, Wallace, Woolley, Dymond, Frankish, Johnson, Parker, Pickup and Wing

1. APOLOGIES

Apologies were received from Cllr Fear.

2. MINUTES

Resolved: That the minutes of the meeting held on Wednesday 15th April be agreed as a correct record.

3. DECLARATIONS OF INTEREST

There were no declarations of interest stated.

4. ELECTION OF MAYOR 2015/2016

The Mayor requested that the Council place on record appreciation of the service given to by former Councillors who had not sought re-election or had been unsuccessful at the recent elections. Their dedicated service to the Council was very much appreciated.

Councillor Mrs Shenton proposed Councillor Mrs Sandra Hambleton as Mayor for the next municipal year.

Councillor Turner seconded this nomination.

Resolved:

That Cllr Mrs Hambleton is appointed as Mayor for the municipal year 2015 to 2016.

5. APPOINTMENT OF DEPUTY MAYOR 2015/2016

Cllr Miss Reddish proposed Cllr Wilkes as Deputy Mayor; this was seconded by Cllr Wemyss.

Resolved: That Cllr Ian Wilkes be appointed as Deputy Mayor for the municipal year 2015 to 2016.

6. MAYORAL APPOINTMENTS

The Mayor made the following appointments:

Consort: Trevor Hambleton
High Constable: Sean Castrey
Chaplain: Ann Taylor
Mace Bearers: Laurence Tagg and Carl Edworthy

7. MAYORAL ADDRESS

The Mayor welcomed Councillors and stated that the following would be her charities for the municipal year:

- Deaf Vibe
- Approach
- Apedale Heritage Centre

8. VOTE OF THANKS TO THE RETIRING MAYOR AND CONSORT

Cllr Sweeney proposed a vote of thanks to the retiring Mayor and Consort. Cllr Sweeney stated that it had been an absolute pleasure to work with the retiring Mayor and that both she and the Consort had brought dignity and professionalism to the role whilst continuously promoting the interests of the Borough and the Council.

9. RESPONSE OF THE RETIRING MAYOR AND SUMMARY OF THE MAYORAL YEAR.

Cllr Mrs Hailstones thanks Members and highlighted how the work undertaken had helped to raise the profiles of her charities in the public eye and that over 250 Mayoral engagements had been carried out during the year. Cllr Mrs Hailstones had donated a glass cabinet to the Council within which the Mayoral robes could be displayed for all to see outside the Council Chamber.

Cllr Mrs Hailstones thanked all those who had supported both her and her Consort during the year and said that it had been both a pleasure and a privilege to serve as Mayor. Cllr Mrs Hailstones wished the Mayor and her Consort every success for the forthcoming year.

10. MAYORS ANNOUNCEMENTS

The Mayor announced that the Annual Civic Church Service would be held at St Giles' Church on the morning of Sunday 21st June and that those able to attend were invited to join her in the Civic Suite by no later than five past ten. The service would commence at ten thirty.

11. APPOINTMENT OF DEPUTY LEADER AND CABINET

Notice had been received of the resignation of the current Leader of the Council.

The Mayor requested nominations for Leader of the Council.

Cllr Turner proposed Cllr Mrs Shenton;

Cllr Loades proposed Cllr Sweeney.

A named vote was requested by Cllr Holland and this request was confirmed by over 12 other Members in the Chamber.

Vote to appoint Cllr Mrs Shenton as Leader of the Council:

Allport	YES	Heesom	NO	Shenton	YES
Astle	YES	Holland	NO	Simpson	YES
Bailey	YES	Huckfield	NO	Stringer	YES
Baker	YES	Johnson (Mrs)	YES	Stubbs	YES
Bates	YES	Johnson	NO	Sweeney	NO
Beech	YES	Kearon	YES	Tagg (John)	NO
Braithwaite	NO	Loades	NO	Tagg (Simon)	NO
Burgess	YES	Mancey	NO	Turner	YES
Cooper	NO	Matthews	NO	Wallace	YES
Cooper (Miss)	NO	Naylon	YES	Walklate	YES
Dymond	YES	Northcott	NO	Waring	NO
Eagles	YES	Parker	NO	Welsh	YES
Eastwood	YES	Peers	NO	Wemyss	YES
Frankish	NO	Pickup	YES	White	YES
Hailstones (Mrs)	NO	Plant	YES	Wilkes	YES
Hailstones	NO	Proctor	YES	Williams (Mrs)	YES
Hambleton (Mrs)	YES	Reddish	YES	Williams	YES
Hambleton	YES	Robinson	YES	Winfield	YES
Harper	NO	Rout	YES	Wing	NO
				Woolley	NO

In Favour: 35
 Against: 23
 Absent: 2

The Leader then confirmed the following appointments:

Deputy Leader: Cllr Turner

Other Cabinet Members (portfolios to be confirmed):

Councillor Mrs Rout
 Councillor Williams
 Councillor Mrs Beech
 Councillor Kearon
 Councillor Proctor

Resolved: That Cllrs Mrs Shenton be appointed as Leader of the Council for the next four years.

12. APPOINTMENT OF COMMITTEES, CHAIRS AND VICE-CHAIRS 2015/2016

Resolved:

That the following appointments to committees be agreed:

		LABOUR	CONSERVATIVE	LIB DEM	UKIP	NEWCASTLE INDEPENDENT GROUP	GREEN	IND
Audit & Risk	7	4	2	0	1	0	0	0
		Sarah Pickup	Paul Waring		Ken Owen			
		Sylvia Dymond	David Loades					
		Sylvia Burgess						
		Trevor Hambleton						
Substitutes		4	2	0	1	0	0	0
			Stephen Sweeney		David Harper			
			Mark Holland					
Independent Member				PHILL BUTTERS		Until end 2017/18		
Employees Consultative	7	4	2	0	0	1	0	0
		Elizabeth Shenton	Stephen Sweeney			Derek Huckfield		
		Sandra Hambleton	John Cooper					
		Bert Proctor						
		Ann Beech						
Substitutes		4	2	0	0	1	0	0
			David Loades			N/A		
			Trevor Johnson					
Staffing Committee	11	5	4	1	0	1	0	0
		Sylvia Dymond	Mark Holland	Marion Reddish		Dave Woolley		
		Amelia Rout	Stephen Sweeney					
		Ann	John Cooper					

		Beech						
		Rob Wallace	Avril Frankish					
		Gill Williams						
Substitutes	1 1	5	4	1	0	1	0	0
		Tony Kearon	David Loades	June Walklate		Eileen Braithwaite		
			Chloe Mancey					
Grants Assessment	9	4	3	1	0	0	1	0
		Joan Winfield	Julie Cooper	June Walklate			Wenslie Naylor	
		Sophia Baker	Andrew parker					
		Rob Wallace	Lucinda Wing					
		Sylvia Burgess						
Substitutes	9	4	3	1	0	0	1	0
		Hilda Johnson	David Loades	Andrew Wemyss				
		Colin Eastwood	Gill Heesom					
		Dave Stringer						
Licensing	1 5	7	5	1	1	0	0	
		Trevor Hambleton	Simon Tagg	Andrew Wemyss	David Harper			Simon White
		Sandra Simpson	Chloe Mancey					
		Billy Welsh	Avril Frankish					
		Colin Eastwood	Trevor Johnson					
		Gill Williams	Andrew Parker					
		Joan Winfield						
		Reg Bailey						
Substitutes	1 5	7	5	1	1	0	0	1

		Tony Kearon	David Loades	Marion Reddish	Ken Owen			
		Dave Stringer	Stephen Sweeney					
		Rob Wallace	Paul Northcott					
			John Cooper					
Member Development	9	4	3	1	0	0	0	1
		Rob Wallace	Tracey Peers	Ian Wilkes				Simon White
		Bert Proctor	Trevor Johnson					
		Joan Winfield	Paul Waring					
		Trevor Hambleton						
Substitutes	9	4	3	1	0	0	0	1
			Mark Holland	Andrew Wemyss				
			Ian Matthews					
			Gill Heesom					
Conservation Advisory	5	2	2	0	0	0	1	0
		Sandra Simpson	Julie Cooper				Wenslie Naylor	
		Dave Allport	Trevor Johnson					
Substitutes	5	2	2	0	0	0	1	0
		Kyle Robinson	Stephen Sweeney					
		Sylvia Burgess						
Planning	16	8	5	1	1	1	0	0
		Sophia Baker	Paul Northcott	Marion Reddish	Ken Owen	Eileen Braithwaite		
		Dave Stringer	Andrew Fear					
		Bert Proctor	Chloe Mancey					
		Sandra Hambleton	Gill Heesom					

		n						
		Gill Williams	John Cooper					
		John Williams						
		Billy Welsh						
		Terry Turner						
Substitutes	1 6	8	5	1	1	1	0	0
			N/A	N/A	N/A	N/A		
			N/A					
			N/A					
			N/A					
			N/A					
Public Protection	1 3	6	4	1	1	1	0	0
		Kyle Robinson	Ian Matthews	Andrew Wemyss	David Harper	Eileen Braithwaite		
		Sylvia Dymond	Peter Hailstones					
		Gill Williams	Linda Hailstones					
		Dave Allport	John Tagg					
		Joan Winfield						
		Tony Kearon						
Substitutes	1 3	6	4	1	1	1	0	0
			Trevor Johnson	June Walklate	Ken Owen	N/A		
			Gill Heesom					
			Lucinda Wing					
			Paul Waring					
Standards Committee	8	4	3	1	0	0	0	0
		Sandra Hambleton	Chloe Mancey	Andrew Wemyss				
		Joan Winfield	Gill Heesom					
		Tony Eagles	Trevor Johnson					

		Reg Bailey						
Substitutes	8	4	3	1	0	0	0	0
			John Cooper	Ian Wilkes				
			Stephen Sweeney					
			Paul Northcott					
Health & Well Being Scrutiny	1 1	5	4	1	0	1	0	0
		Colin Eastwood	David Loades	June Walklate		Dave Woolley		
		Hilda Johnson	Paul Northcott					
		Reginald Bailey	Linda Hailstones					
		David Allport	Avril Frankish					
		Joan Winfield						
Substitutes	1 1	5	4	1	0	1	0	0
			Stephen Sweeney	Marion Reddish		N/A		
			Mark Holland					
Active & Cohesive Scrutiny	1 1	5	4	1	0	1	0	0
		Gill Williams	Julie Cooper	June Walklate		Dave Woolley		
		Glyn Plant	Gill Heesom					
		Joan Winfield	John Tagg					
		Colin Eastwood	Andrew Parker					
		Trevor Hambleton						
Substitutes	1 1	5	4	1	0	1	0	0
			Lucinda Wing	Ian Wilkes		N/A		
			Avril Frankish					
			Paul Waring					
Economic	1	5	4	1	0	1	0	0

Development Scrutiny Committee	1							
		Dave Stringer	Mark Holland	Ian Wilkes		Derek Huckfield		
		Gill Williams	David Loades					
		Mike Stubbs	Ian Matthews					
		Sylvia Burgess	Paul Northcott					
		Trevor Hambleton						
Substitutes	1 1	5	4	1	0	1	0	0
		Sophia Baker	Stephen Sweeney	Andrew Wemyss		N/A		
			Andrew Fear					
			Avril Frankish					
			Lucinda Wing					
Cleaner, Greener & Safer Scrutiny Committee	1 1	5	4	1	0	1	0	0
		Dave Allport	Chloe Mancey	Marion Reddish		Eileen Braithwaite		
		Billy Welsh	Simon Tagg					
		Sylvia Dymond	Peter Hailstones					
		Joan Winfield	Lucinda Wing					
		Kyle Robinson						
Substitutes	1 1	5	4	1	0	1	0	0
			Julie Cooper	Andrew Wemyss		N/A		
			David Loades					
			Trevor Johnson					
Finance, Resources and Partnerships Scrutiny	1 1	5	4	1	0	1	0	0
		Mike Stubbs	Stephen Sweeney	Ian Wilkes		Derek Huckfield		
		Rob Wallace	David Loades					

		Sarah Pickup	Andrew Fear					
		Dave Stringer	Paul Waring					
		Gill Williams						
Substitutes	1 1	5	4	1	0	1	0	0
			Mark Holland	Marion Reddish		N/A		
			Avril Frankish					
			Paul Northcott					
			Ian Matthews					
Governance Review Sub Committee	5	2	2	1				
		Elizabeth Shenton	Mark Holland	Ian Wilkes				
		Terry Turner	Simon Tagg					

Resolved:

That the following Chairs and Vice Chairs be appointed:

COMMITTEE	CHAIR	VICE-CHAIR
Audit & Risk	SARAH PICKUP	SYLVIA DYMOND
Conservation Advisory	WENSLIE NAYLON	DAVE ALLPORT
Employees Consultative	ELIZABETH SHENTON	NO NOMINATION REQUIRED
Grants Assessment	PORTFOLIO HOLDER	NO NOMINATION REQUIRED
Licensing	TREVOR HAMBLETON	SIMON WHITE
Member Development	ROB WALLACE	NO NOMINATION REQUIRED
Planning	SOPHIA BAKER	MARION REDDISH
Public Protection	KYLE ROBINSON	ANDREW WEMYSS
Staffing Committee	SYLVIA DYMOND	NO NOMINATION REQUIRED
Standards Committee	SANDRA HAMBLETON	JOAN WINFIELD

Health & Well Being Scrutiny	COLIN EASTWOOD	HILDA JOHNSON
Active & Cohesive Communities SC	GILL WILLIAMS	GLYNN PLANT
Cleaner, Greener & Safer Communities SC	DAVE ALLPORT	BILLY WELSH
Economic Development & Enterprise SC	DAVE STRINGER	GILL WILLIAMS
Finance, Resources and Partnerships SC	MIKE STUBBS	ROB WALLACE

13. APPOINTMENTS OF REPRESENTATIVES ON OUTSIDE BODIES 2015/2016.

Resolved:

That the following Members be appointed to Outside Bodies:

Outside Bodies – Community Groups					
	Organisation/Partnership	Number of places	Status of Body	Current Representatives	Nominations 2014/15
	Community Centres Management Committees: Audley Butt Lane Chesterton Clayton Crackley Harriet Higgins Holly Road Knutton Marsh Hall Red Street Silverdale, Park Road Silverdale, Social Centre Whitfield Wye Road	3 on each	Community		Ward members automatically become the Council's nominated representatives for community centres situated within their wards for the period of their office, negating the need to make specific nominations each year
	Bradwell Lodge Centre Management Committee Limited <i>(constitution only permits one councillor to sit on the board)</i>	1	Community	SANDRA HAMBLETON	SANDRA HAMBLETON

Outside Bodies – Third Sector					
	Organisation/Partnership	Number of places	Status of Body	Current Representatives	Nominations 2014/15
	Community Council for Staffordshire	1	Third Sector	DAVID LOADES	SIMON WHITE
	Newcastle Chamber of Trade – Executive Board	1	Third Sector		PORTFOLIO HOLDER FOR ECONOMIC REGENERATION, BUSINESS & TOWN CENTRES
	Newcastle-under-Lyme Almshouses Charity Trustees	3	Third Sector	Mrs Williams Mr Williams Mrs Winfield	Mrs Williams Mr Williams Mrs Winfield
	North Staffs Victim Support	1	Third Sector		PORTFOLIO HOLDER FOR SAFER COMMUNITIES
	Sir John Offley Almshouses Trust	1	Third Sector	BILLY WELSH	BILLY WELSH
	Stoke-on-Trent and North Staffordshire Theatre Trust Limited (New Victoria Theatre)	1	Third Sector		LEADER
	The United Charities Trust	4	Third Sector	Mrs Walklate Mrs Williams Vacancy Mrs Winfield	Terms of office expire November 2016
	Aspire Board	1	Local Body	MRS HAMBLETON	SANDRA HAMBLETON
	Aspire Housing Board	1	Local Body	COLIN EASTWOOD	COLIN EASTWOOD
	Campaign to Protect Rural England	1	Regional Body	DAVID LOADES	WENSLIE NAYLON

	The Industrial Communities Alliance (formerly the Coalfield Communities Campaign)	1	National Body		PORTFOLIO HOLDER FOR REGENERATION, BUSINESS AND TOWN CENTRES
	Local Government Association – General Assembly	1	National Body		LEADER
	Local Government Association – Rural Commission	1	National Body		LEADER
	Local Government Association – Urban Commission	1	National Body		PORTFOLIO HOLDER FOR REGENERATION, BUSINESS AND TOWN CENTRES
	Locality Action Partnerships: Audley Butt Lane Betley, Keele and Madeley Clayton Poolfields, Thistleberry and Town East Newcastle Greater Chesterton Kidsgrove Newcastle Rural Partnership of Western Communities	N/A	Local body		The LAP constitutions state that membership is open to “Any County or District Councillor representing any part of the area” - this negates the need to make specific nominations annually.
	Newcastle Town Centre Partnership	1	Local Body		PORTFOLIO HOLDER FOR REGENERATION, BUSINESS AND TOWN CENTRES
	Newcastle-under-Lyme Partnership (Local Strategic Partnership) (Strategic Board)	1 + sub	Local Body		Leader (substitute Deputy Leader)

	Staffordshire County Council Health Scrutiny Committee	1	Local body		CHAIR OF HEALTH SCRUTINY
	Staffordshire LGA – Staffs Connects	1	Local Body		LEADER
	Staffordshire LGA – Waste Board	1	Local Body		PORTFOLIO HOLDER FOR ENVIRONMENT & RECYCLING
	Staffordshire Planning Forum	2 + sub	Local Body		Chair of Planning and Portfolio Holder for Regeneration, Planning and Town Centres (substitute Vice-Chair of Planning)
	Staffordshire Playing Fields Association	1	Local Body	TREVOR HAMBLETON	TREVOR HAMBLETON
	Staffordshire Police and Crime Panel	1+ sub	Local Body		Portfolio Holder for Safer Communities
	Stoke-on-Trent and Staffordshire Strategic Partnership	1	Local Body		LEADER
	West Midland Reserve Forces and Cadets Association	1	Regional Body	MIKE STUBBS	MIKE STUBBS IAN WILKES
	West Midlands Employers	1 + sub	Regional Body		LEADER (SUBSTITUTE - PORTFOLIO HOLDER FOR FINANCE & RESOURCES)
	West Midlands Leaders Board	1	Regional Body		LEADER
	District Councils Network	1	National Body		LEADER

14. REPORT - PLANNING SCHEME OF DELEGATION

A report was submitted requesting Council to update the current Planning Scheme of Delegation to reflect recommendations arising following the recent Planning Peer Review. The report was introduced by the Chair of the Planning Committee where consideration had previously been given to the matter.

Some Members expressed concern regarding the proposed changes to the call in procedure as it appeared that Officers would have less time to deal with planning applications and opportunities for elected members and the public to be involved in the planning process.

The Chair of the Planning Committee stated that in fact the cycle length for Planning Committee meetings had been lengthened from 3 to 4 weeks thus allowing more time for members to contribute. The call in time had increased from 10 to 15 days with a proviso that members had to speak to officers first which would alleviate the current problem where a call in was submitted and then withdrawn due to a lack of communication with officers.

A proposal was made that the report be taken back to the Planning Committee and more consideration given to the implications for the public and due to the fact that there was still confusion in relation to the planning peer review; this was seconded and voted on as follows:

In Favour:	28
Against:	29

The recommendation fell and Members voted on the recommendations as listed in the report:

In Favour:	29
Against:	29

The Mayor used her casting vote which resulted in 30 in favour of the recommendations.

Resolved:

That the revised Planning Scheme of Delegation set out in the Appendix to the report be adopted by the Council

15. REPORT - MEMBER ALLOWANCES

A report was submitted requesting Council to confirm that the current scheme of allowances as set out in Appendix 1 be retained for the Municipal Year 2015/16.

Under the provisions of the Local Authorities (Members' Allowances) (England) Regulations 2003 the Council must before the beginning of each year, agree a scheme which provides for the payment of an allowance to each member of an authority. The amount of such an allowance must be the same for each

member (basic allowance). Such a scheme may also provide for a Special Responsibility allowance to such members of the authority and these must also be specified in the scheme.

Resolved: That the current scheme of allowances as set out in Appendix 1 to the report be retained for the Municipal Year 2015/16.

16. CALENDAR OF MEETINGS 2015/2016

A report was submitted requesting Council to agree the Calendar of Meetings for 2015 - 2016

Resolved:

That Council agree to the dates and times of the meetings as listed at appendix A to the report.

17. RECEIPT OF PETITIONS

Mr Nigel Jones presented a petition to the Council requesting that the Butts, Thistleberry Parkway and Howard Place Green be placed in the Green Space Strategy as areas protected from building development.

There was a proposal that the content of the petition be submitted to an all party working group for consideration. This proposal was seconded.

A second proposal was put forward that such a working group should consider all sites as well as those mentioned specifically in the petition. This was seconded.

The Council Leader highlighted the fact that the Green Space Strategy would be coming before members for consideration in due course and that the petition before the Council only requested consideration of certain areas of land. The Leader proposed that she, the Deputy Leader and the relevant Portfolio Holder meet with the petition organiser to discuss the concerns in detail before taking a report forward to the appropriate body. This proposal was seconded.

A vote was taken on whether there should be a cross party working group with the remit to consider all affected green spaces:

In Favour: 26
Against: 28

The recommendation fell.

A vote was taken on whether there should be a cross party working group to only consider the areas mentioned in the petition:

In Favour: 24 voted in favour and the rest abstained.

The vote was carried.

The Leader stated that a meeting would be set up with the petition organised and the Liberal Democrat Leader would be invited to attend this meeting.

Resolved:

That a cross party working group be set up to consider the areas of land highlighted in the petition.

18. STANDING ORDER 18 - URGENT BUSINESS

There was no urgent business.

CLLR SANDRA HAMBLETON
Chair

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NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

EXECUTIVE MANAGEMENT TEAM'S REPORT TO COUNCIL

15 July 2015

1. TREASURY MANAGEMENT ANNUAL REPORT 2014/15

Submitted by: Head of Finance

Portfolio: Finance, ICT and Customer

Ward(s) affected: All Indirectly

Purpose of the Report

To receive the Treasury Management Annual Report for 2014/15.

Recommendations

(a) That the Treasury Management Annual Report for 2014/15 be received.

(b) That the actual Prudential Indicators contained within the report be approved.

Reasons

It is a requirement of the CIPFA Treasury Management Code of Practice and its Prudential Code for Capital Finance that an Annual Report is made to the Council in respect of each year's Treasury Management activities.

1. **Background**

1.1 The CIPFA Code of Practice on Treasury Management (revised in November 2011) recommends that Members should be informed on Treasury Management activities at least twice a year.

1.2 This report therefore ensures that this Council is embracing Best Practice in accordance with CIPFA's recommendations in the CIPFA Code of Practice.

1.3 The Audit and Risk Committee monitor and oversee the delivery of the Treasury Management Strategy. The Treasury Management Annual Report for 2014/15 has already been reviewed by the Audit and Risk Committee at their meeting on 06 July 2015. Any feedback from this meeting shall be provided if necessary.

1.4 Treasury Management operations are carried out in accordance with policies laid down in the currently approved Treasury Management Policy Statement, backed up by approved Treasury Management Practices and Schedules thereto, and the Annual Treasury Management Strategy Report for 2014/15 approved by Council on 26 February 2014.

2. **Issues**

2.1 The Treasury Management Annual Report for 2014/15 is attached at Appendix 1. The economic background and economic forecast included in the report has been provided by the Council's Treasury Management Advisors, Sector Treasury Services Ltd.

2.2 **Heritable Bank**

The original investment with Heritable Bank was £2,500,000. Fourteen dividends have been received so far from administrators Ernst and Young representing a return of 94%, compared to their estimated base case return of between 86% and 90%.

The bank's administrators have confirmed in their latest progress report that if Heritable Bank are successful in proving their cross-claims against their parent Landsbanki in upcoming court proceedings, this would extinguish the Lansbanki claims in full and would enable the Heritable Bank to make a final dividend to creditors of approximately 6p in the pound. There could also be a surplus which would enable statutory interest to be paid in the region of 3-7p in the pound. The exact timing of this outcome is not currently known.

3. **Legal and Statutory Implications**

3.1 The Local Government Act 2003 and Regulations thereto require Local Authorities to comply with the Prudential Code.

4. **Financial and Resource Implications**

4.1 There are no specific financial implications arising from the report.

5. **Major Risks**

5.1 Treasury management is a major area of risk for the Council in that large amounts of money are dealt with on a daily basis and there are a number of limits and indicators, which must be complied with.

5.2 The overriding consideration in determining where to place the Council's surplus funds is to safeguard the Council's capital. Within this constraint the aim is to maximise the return on capital.

5.3 Operational procedures, coupled with monitoring arrangements, are in place to minimise the risk of departures from the approved strategy.

6. **List of Appendices**

6.1 Appendix 1, Treasury Management Annual Report 2014/15.

7. **Background Papers**

- CIPFA Treasury Management Code of Practice (revised November 2011),
- Council's Treasury Management Policy Statement,
- Council's Treasury Management Strategy,
- Local Government Act 2003,
- Local Authorities (Capital Finance and Accounting) (England) Regulations 2003,
- Guidance on Local Authority Investments issued by the Department for Communities and Local Government (revised March 2010),
- Ernst & Young Progress Report (07 April 2015),

- Sector Treasury Services Ltd Treasury Management Annual Report template (updated 23 April 2015)

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TREASURY MANAGEMENT ANNUAL REPORT 2014/15

1. INTRODUCTION AND BACKGROUND

This Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2014/15. This report meets the requirements of both the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

The CIPFA Code of Practice on Treasury Management 2009 was adopted by this Council on 24 February 2010.

The primary requirements of the Code are as follows:

1. Creation and maintenance of a Treasury Management Policy Statement which sets out the policies and objectives of the Council's treasury management activities.
2. Creation and maintenance of Treasury Management Practices which set out the manner in which the Council will seek to achieve those policies and objectives.
3. Receipt by the Full Council of an annual treasury management strategy report (including the annual investment strategy) for the year ahead and an annual review report of the previous year.
4. Delegation by the Council of responsibilities for implementing and monitoring treasury management policies and practices and for the execution and administration of treasury management decisions.
5. Delegation by the Council of the role of scrutiny of the treasury management strategy to a specific named body which in this Council is the Finance, Resources and Partnerships Scrutiny Committee.
6. Delegation by the Council of the role of scrutiny of treasury management performance to a specific named body which in this Council is the Audit and Risk Committee, a midyear and year end review report is received by this Committee.

Treasury management in this context is defined as:

"The management of the local authority's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks."

The purpose of this report is to meet one of the above requirements of the CIPFA Code, namely the annual review report of treasury management activities, for the financial year 2014/15.

The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report is therefore important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by members.

This Council has complied with the requirement under the Code to give prior scrutiny to the annual review report by reporting this to the Audit and Risk Committee prior to it being reported to Full Council.

2. THIS ANNUAL TREASURY REPORT COVERS

- ❖ The Council's treasury position as at 31st March 2015;
- ❖ The strategy for 2014/15;
- ❖ The economy in 2014/15;
- ❖ Investment rates in 2014/15;

- ❖ Compliance with treasury limits and Prudential Indicators;
- ❖ Investment outturn for 2014/15;
- ❖ Involvement of Elected Members;
- ❖ Other issues.

3. TREASURY POSITION AS AT 31 MARCH 2015

The Council's investment position at the beginning and the end of the year was as follows:

	At 31/3/15	Return	Average Life (Days)	At 31/3/14	Return	Average Life (Days)
Total Debt	£0m	N/A	N/A	£0m	N/A	N/A
Total Investments	£8.8m	0.46%	7	£3.55m	0.69%	8

It should be noted that the above table is only a snapshot of the Total Investments as at 31 March. Large fluctuations in cash inflows and outflows that occur throughout the month can have an impact on the figure reported. The higher figure for investments for 31 March 2015 is due to two large receipts being received at the end of the year. In addition there was an underspend on the capital programme.

4. THE STRATEGY FOR 2014/15

The strategy agreed by Council on 26 February 2014 was that:

- The Council's Borrowing Need (Capital Financing Requirement) was estimated at £3,000,000 for 2014/15, rising to £10m in future years, to allow for the possibility that the Council may need to borrow to finance capital expenditure which cannot be funded from other revenue or capital resources;
- Short term borrowing would be required in the event to cover any temporary shortfalls in revenue income or to temporarily fund capital expenditure during the interim period before a permanent means of finance became available;
- All borrowing would be kept absolutely within the Authorised Limit of £15m and would not normally exceed the Operational Boundary of £8m (although it could for short periods of time be permitted to rise to a figure between £8m and £15m due to variations in cash flow);
- Temporary surpluses which might arise would be invested, either in short term deposits with the Council's various deposit accounts or in money market investments (cash deposits) if the size warranted this and for an appropriate period in order that these sums would be available for use when required;
- The proportions of loans and investments to be at fixed or variable rates were: fixed rate loans to be between 0% and 100% of the total and variable rate to be between 0% and 100% of the total, thus enabling maximum flexibility to take advantage of interest rate trends;
- Long term investments to be permitted as follows: maturing beyond 31/03/15 £5m, maturing beyond 31/03/16 £5m, maturing beyond 31/03/17, £5m;
- The overriding consideration in determining where to place the Council's surplus funds was to safeguard the Council's capital. Within this constraint the aim was to maximise the return on capital; and,

- Forward commitment of funds for investment is permitted in respect of in house investments.

Changes in strategy and credit Policy during the year

There have been no changes to the Treasury Management Strategy during the year. As approved by Council on 26 February 2014 the Council used the creditworthiness service provided by the Council's treasury management advisors, Sector Treasury Services which uses a sophisticated modelling approach with credit ratings from all three rating agencies - Fitch, Moodys and Standard and Poors, forming the core element, supplemented by additional data (credit watches and outlooks, Credit Default Swap (CDS) spreads to give early warning of likely changes in credit ratings and Sovereign ratings to select counterparties from only the most creditworthy countries). This modelling approach results in a weighted scoring system providing a series of colour coded bands which indicate the relative creditworthiness of counterparties and a suggested maximum investment duration.

5. THE ECONOMY AND INTEREST RATES - narrative supplied by the Council's Treasury Management Advisors – Sector Treasury Services Limited

The original market expectation at the beginning of 2014/15 was for the first increase in Bank Rate to occur in quarter 1 2015 as the unemployment rate had fallen much faster than expected through the Bank of England's initial forward guidance target of 7%. In May, however, the Bank revised its forward guidance. A combination of very weak pay rises and inflation above the rate of pay rises meant that consumer disposable income was still being eroded and in August the Bank halved its forecast for pay inflation in 2014 from 2.5% to 1.25%. Expectations for the first increase in Bank Rate therefore started to recede as growth was still heavily dependent on buoyant consumer demand. During the second half of 2014 financial markets were caught out by a halving of the oil price and the collapse of the peg between the Swiss franc and the euro. Fears also increased considerably that the ECB was going to do too little too late to ward off the threat of deflation and recession in the Eurozone. In mid-October, financial markets had a major panic for about a week. By the end of 2014, it was clear that inflation in the UK was going to head towards zero in 2015 and possibly even turn negative. In turn, this made it clear that the MPC would have great difficulty in starting to raise Bank Rate in 2015 while inflation was around zero and so market expectations for the first increase receded back to around quarter 3 of 2016.

Gilt yields were on a falling trend for much of the last eight months of 2014/15 but were then pulled in different directions by increasing fears after the anti-austerity parties won power in Greece in January; developments since then have increased fears that Greece could be heading for an exit from the euro. While the direct effects of this would be manageable by the European Union and European Central Bank, it is very hard to quantify quite what the potential knock on effects would be on other countries in the Eurozone once the so called impossibility of a country leaving the Eurozone had been disproved. Another downward pressure on gilt yields was the announcement in January that the ECB would start a major programme of quantitative easing, purchasing Eurozone government and other debt in March. On the other hand, strong growth in the United States caused an increase in confidence that the United States was well on the way to making a full recovery from the financial crash and would be the first country to start increasing its central rate, probably by the end of 2015. The UK would be closely following it due to strong growth over both 2013 and 2014 and good prospects for a continuation into 2015 and beyond. However, there was also an increase in concerns around political risk from the general election due in May 2015.

6. INVESTMENT RATES IN 2014/15 – narrative supplied by the Council's Treasury Management Advisors – Sector Treasury Services Limited

Bank Rate remained at its historic low of 0.5% throughout the year; it has now remained unchanged for six years. Market expectations as to the timing of the start of monetary tightening

started the year at quarter 1 2015 but then moved back to around quarter 3 2016 by the end of the year. Deposit rates remained depressed during the whole of the year, primarily due to the effects of the Funding for Lending Scheme.

7. COMPLIANCE WITH TREASURY LIMITS

During the financial year the Council operated within the treasury limits and Prudential Indicators set out in the Council's annual Treasury Strategy Statement. The outturn for the Prudential Indicators is shown in Annex 1.

8. INVESTMENT OUTTURN FOR 2014/15

Internally Managed Investments

The Council manages its investments in-house and invests with institutions in compliance with Sector Treasury Services credit worthiness service. The Council invested for a range of periods from overnight to up to twelve months dependent on the Council's cash flows, its interest rate view and the interest rates on offer. Six of the seventeen fixed investments (excluding use of the Government's Debt Management Office Debt Management Account Deposit Facility) made in 2014/15 were for a period of three months, with ten fixed investments being for less than three months. The remaining fixed investment is for twelve months and is not yet due to mature until mid 2015/16.

The Council used the Government's Debt Management Office (DMO) Debt Management Account Deposit Facility (DMADF) on forty one occasions during the year with the longest deposit being made for twenty one days.

Aside from fixed investments and use of the DMO DMADF, the Council used its various deposit accounts on a frequent basis.

Investment Outturn for 2014/15

During 2014/15 an average rate of return of 0.46% was achieved on an average individual investment of £1.47m. This compared with the target of 0.50% included in the departmental service plan.

9. INVOLVEMENT OF ELECTED MEMBERS

Elected members have been involved in the treasury management process during 2014/15 including:

- Scrutiny of the treasury management strategy by the Finance, Resources and Partnerships Committee prior to being submitted for approval by the Full Council.
- Scrutiny of treasury management performance by the Audit and Risk Committee through the receipt of a half yearly treasury management report.
- A quarterly budget monitoring and performance report is reported to Cabinet, this contains details of Treasury Management activity undertaken during the quarter.

10. HERITABLE BANK DEFAULTS

This authority currently has the following investment frozen in the Heritable Bank:

- Investment 5092, £2.5m, maturity date 14 September 2009.

Payments up to 31 March 2015 totalled £2,357,691 (94% return of principal invested).

11. BANKING SERVICES CHANGE

As at 10 December 2014 the Council appointed Lloyds Bank for the provision of banking services. Given the potential value of the contract the tender for the Council's banking services was advertised via the Eastern Shires Purchasing Organisation (ESPO) framework.

The contract is due to run until 30 November 2017, with a further option to extend annually by two years with Cabinet approval

This change from the Co-Operative Bank to Lloyds Bank was necessary due to the Council receiving notification from the Co-Operative Bank in November 2013 that they had decided to withdraw its involvement in providing banking transmission services to local authorities as a result of their plan to simplify and rebuild the Bank focusing on serving the needs of individuals and small and medium sized business customers. The Co-Operative Bank stated that the decision was not taken lightly but that they feel it is necessary as they seek to put foundations in place to support the longer term stability of the Bank.

As the provision by the Co-Operative Bank ceased at 31 March 2015, the Council was able to run two concurrent accounts ensuring that the Council received all payments due, even if still sent to the old account. Notifications were made to both residents and organisations to ensure that transactions were undertaken with the Lloyds Bank account going forward.

ANNEX 1: PRUDENTIAL INDICATORS

	Position/Prudential Indicator	2013/14 Actual	2014/15 Original Indicator	2014/15 Actual
1	Capital Expenditure	£3.283m	N/A	£2.061m
2	Capital Financing Requirement at 31 st March	(£0.360m)	£3m	(£0.503m)
3	Treasury Position at 31 st March:			
	Borrowing	£0.0m	N/A	£0
	Other long term liabilities	£0.3m	N/A	£0.147m
	Total Debt	£0.3m	N/A	£0.147m
	Investments	(£3.558m)	N/A	(£8.808m)
	Net Borrowing	(£3.258m)	N/A	(£8.661m)
4	Authorised Limit (against maximum position)	£2.75m	£15.0m	£0
5	Operational Boundary (against maximum position)	£2.75m	£8.0m	£0
6	Ratio of Financing Costs to Net Revenue Stream	(0.48%)	0.02%	(0.27%)
7	Upper Limits on Variable Interest Rates (against maximum position)			
	Loans	0%	100%	0
	Investments	0%	100%	0
8	Actual External Debt	£0.0m	N/A	0
9	Principal Funds Invested for Periods Longer than 364 days (against maximum position)	£0.0m	£5.0m	0

GLOSSARY

CPI – Consumer Price Index

The Consumer Price Index (CPI) is the main UK measure of inflation for macroeconomic purposes and forms the basis for the Government's inflation target. It is also used for international comparisons.

DMO and DMADF - Debt Management Office and Debt Management Account Deposit Facility

The DMO is an Executive Agency of Her Majesty's Treasury. The DMO provides the DMADF to support local authorities' cash management by providing a flexible and secure facility to supplement their existing range of investment options whilst saving interest costs for Central Government.

ECB – European Central Bank

The European Central Bank (ECB) is the central bank for the euro and administers the monetary policy of the EU member states which constitute the Eurozone, one of the largest currency areas in the world.

MPC – Monetary Policy Committee

Interest rates are set by the Bank's Monetary Policy Committee (MPC). The MPC sets an interest rate it judges will enable the inflation target to be met. The Bank's MPC is made up of nine members – the Governor, the two Deputy Governors, the Bank's Chief Economist, the Executive Director for Markets and four external members appointed directly by the Chancellor. The appointment of external members is designed to ensure that the MPC benefits from thinking and expertise in addition to that gained inside the Bank of England.

PWLB – Public Works Loan Board

The Public Works Loan Board (PWLB) is a statutory body operating within the Debt Management Office and is responsible for lending money to local authorities and other prescribed bodies, as well as for collecting the repayments.

QE – Quantitative Easing

Quantitative Easing is an unconventional monetary policy used by central banks to stimulate the national economy when standard monetary policy has become ineffective. A central bank implements quantitative easing by buying financial assets from commercial banks and other private institutions, thus increasing the money supply by flooding financial institutions with capital, in an effort to promote increased lending and liquidity.

Adoption of the Newcastle-under Lyme and Stoke-on-Trent Statement of Community Involvement

Submitted by: Executive Director Regeneration and Development

Portfolio: Planning and Housing

Ward(s) affected: All

Purpose of Report

To consider the adoption of the Newcastle-under-Lyme and Stoke-on-Trent Statement of Community Involvement.

Recommendations

That the Council adopt the Newcastle-under-Lyme and Stoke-on-Trent Statement of Community Involvement, 2015, as part of the Newcastle-under-Lyme Local Development Framework.

Reasons

The Council is required by Section 18 of the Planning and Compulsory Purchase Act, 2004 to have an adopted and up to date Statement of Community Involvement. Cabinet have recommended the adoption of the Newcastle-under-Lyme and Stoke-on-Trent Statement of Community Involvement, 2015, and the next stage is to formally adopt the document as part of the Local Development Framework for Newcastle.

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. All the preparation work has therefore been carried out in partnership. However, at each stage, all published documents were approved by both Councils separately.
- 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 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 Council meeting itself.

- 1.5 The Planning Committee considered a report on the proposed amendments to the Consultation Draft SCI on 3 June, 2015. The views of the Planning Committee, namely that Cabinet should commend to Council the adoption of the SCI Final version, were considered by Cabinet on 10 June 2015. Cabinet resolved to commend the adoption of the revised and final SCI to Council.
- 1.6 Stoke-on-Trent City Council's Cabinet resolved to recommend the adoption of the revised and final SCI on 25 June 2015. The recommendation of their Cabinet is to be considered at its full City Council meeting on 9 July 2015. The decision of the City Council will be reported to Members at the meeting.

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 Council 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 (thereby 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 Planning Committee's guillotine (on late representations) be applied in a more flexible manner and that the guillotine be discontinued. The Planning Committee have maintained their wish to continue with this procedure which is an aid to effective decision making by that Committee.
- 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. It is also intended that once the SCI has been adopted the Council's Planning website will be reviewed to take into account and inform the reader of the

revised procedures that the final SCI introduces. Letters, site notices and press notices will need to reflect the new position.

4.0 Consideration of Options and Proposal

- 4.1 The formal adoption of the submitted SCI requires the ratification of the full Council of each local authority before it can be formally adopted. The full City Council will consider the adoption of the SCI on 9 July, 2015 and the decision will be reported to Members at the meeting. All the indications are that Stoke-on-Trent City Council will adopt the submitted SCI.
- 4.2 Council has the option not to accept Cabinet's recommendation. However, should Council not accept the recommendation of Cabinet this would 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, and savings associated with the SCI's implementation would be deferred. If members have concerns and are minded not to adopt, it is recommended that the item should be deferred to provide time for your officers to seek to address these concerns and to do this in consultation with officers from Stoke-on-Trent City Council.
- 4.3 The proposal is that the Borough Council formally adopts the Newcastle-under-Lyme and Stoke-on-Trent Statement of Community Involvement, 2015.

5.0 Reason for Preferred Option

- 5.1 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 submitted SCI 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.
- 5.2 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).

6.0 Next Steps

- 6.1 Once the submitted SCI 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 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 Council's customer service centres at the Guildhall, Kidsgrove and Madeley. Copies will also be made available to Members on request.

7.0 Risks

- 7.1 The Borough Council will not be subject to any major risks by adopting the revised Statement of Community Involvement. The greatest risks lie in a failure to adopt the SCI as described at para. 5.2.
- 7.2 The regulations state that there is a 3 month period after the day on which an Statement of Community Involvement is adopted where anyone aggrieved by the decision can make an application to the High Court under Section 113 of the Act that “a) the document is not within the appropriate power; b) a procedural requirement has not been complied with.”

8.0 Financial and Resource Implications

- 8.1 The revised and final SCI 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 could have financial implications, with on the one hand increased neighbour notification and on the other reduced costs upon the receipt of representations and the issuing of decisions. It is considered that these relatively limited changes can be accommodated within the existing revenue budgets and are deemed necessary to improve community participation.

9.0 Legal and Statutory Implications

- 9.1 The Council is required by Section 18 of the Planning and Compulsory Purchase Act, 2004 to have an adopted Statement of Community Involvement.
- 9.2 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.
- 9.3 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.
- 9.4 The SCI is important to ensure the Local Plan process is robust and can help deliver a legally compliant plan at Examination.
- 9.5 The relevant Regulations¹ 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 the High Court under section 113 of the Act² that “a) the document is not within the appropriate power; b) a procedural requirement has not been complied with.”

10.0 Equality Impact

- 10.1 The Final 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.

¹ The Town and Country Planning (Local Planning) (England) Regulations 2012 part 9 sections 35 (2&3)

² Planning and Compulsory Purchase Act (2004) section 113

11.0 Cabinet and Planning 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.
- 3 June 2015 Planning Committee - resolved that Cabinet be recommended to commend the adoption of the submitted version of the SCI.
- 10 June 2015 Cabinet resolved that it be commended to Council to adopt the submitted Newcastle-under-Lyme and Stoke-on-Trent Statement of Community Involvement.

12.0 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.

13.0 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)

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

			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.	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."	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
11	Madeley Parish Council	Part 3: Development Management	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.	Comment noted.	No changes suggested
12	Madeley Parish Council	Part 3: Development Management	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 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.	No changes suggested.
13	Judith Oppenheimer	Part 1: Introduction and Background	'We ... will seek to clarify the relevance of planning to people's everyday lives'. 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.	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).	No changes suggested.
14	Judith Oppenheimer	Part 2: Planning Policy	'many people ... may find the bureaucratic and cumbersome nature of the process both frustrating and off-putting'. 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.	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. 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)	No suggested changes

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. "Material planning considerations include the following:</p> <ul style="list-style-type: none"> • Overlooking and loss of privacy • Loss of light or overshadowing • Parking • Highway safety • Traffic • Noise • Effect on listed building and conservation area • Layout and density of building • Design, appearance and materials • Government policy • Disabled persons' access • Previous planning decisions (including appeal decisions) • Nature conservation • Economic factors including job creation and New Homes Bonus

					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"> • Overlooking and loss of privacy • Loss of light or overshadowing • Parking • Highway safety • Traffic • Noise • Effect on listed building and conservation area • Layout and density of building • Design, appearance and materials • Government policy • Disabled persons' access • Previous planning decisions (including appeal decisions) • Nature conservation • Economic factors including job creation and New Homes Bonus <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"> • Overlooking and loss of privacy • Loss of light or overshadowing • Parking • Highway safety • Traffic • Noise • Effect on listed building and conservation area • Layout and density of building • Design, appearance and materials • Government policy • Disabled persons' access • Previous planning decisions (including appeal decisions) • Nature conservation • Economic factors including job creation and New Homes Bonus <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"> • Staffordshire Police • Staffordshire and Stoke-on-Trent Local Enterprise Partnership • NHS Trust • Utility Companies • Relevant Government Agencies and Departments <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. "Material planning considerations include the following:</p> <ul style="list-style-type: none"> • Overlooking and loss of privacy • Loss of light or overshadowing • Parking • Highway safety • Traffic • Noise • Effect on listed building and conservation area • Layout and density of building • Design, appearance and materials • Government policy • Disabled persons' access • Previous planning decisions (including appeal decisions) • Nature conservation • Economic factors including job creation and New Homes Bonus <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 & 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 & 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 & 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 & Departments to further explain that this includes the Coal Authority.</p>	<p>Comment noted. Suggest additional text after relevant Government Agencies & 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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1. **Appointment of Council Representative on the Local government Information Unit Member Assembly**

Submitted by: (Democratic Services Manager)

Portfolio: (Policy, People and Partnerships)

Ward(s) affected: (Not Specific)

Purpose of the Report

To inform members of the appointment of Cllr Kyle Robinson as the Council's representative on the Local government Information Unit Member Assembly.

Recommendations

- a) That Council confirms the appointment of Cllr Robinson as the Council's representative on the LGIU Member Assembly.

Reasons

Appointments to outside bodies is a Council function.

1. **Background**

Officers were recently made aware that the Council is able to nominate a representative to sit on the LGIU Assembly (Local Government Information Unit). The deadline to make this appointment was 1st July. In order not to lose the Council's seat (and vote) on the assembly Officers consulted with Group Leaders and it was agreed that the Leader submit a nomination to the LGIU.

Cllr Kyle Robinson has now been appointed as the Council's representative on the LGIU Assembly.

2. **Issues**

Not to have made the appointment by 1st July 2015 would have resulted in the Council losing its seat on the LGIU Assembly any becoming disenfranchised.

4. **Proposal**

To Confirm Cllr Robinson's appointment as the Council's representative on the LGIU Member Assembly.

9. **Financial and Resource Implications**

None identified.

10. **Major Risks**

That the Council loses its seat on the Assembly and becomes disenfranchised.

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STATEMENT OF THE LEADER OF THE COUNCIL TO FULL COUNCIL – 15TH JULY 2015

Submitted by: Councillor Elizabeth Shenton

Portfolio: All

Wards affected: All

Purpose of the Report

To provide an update to Members on the activities and decisions of Cabinet together with the Forward Plan.

Recommendation

That the statement of the Leader of the Council be received and noted.

Reasons

To update Council Members on the activities and decisions of the Cabinet and to allow questions and comments on the Statement to the relevant Portfolio Holders.

1. **Background**

I have now appointed my Cabinet and our portfolios are as follows:

Councillor Elizabeth Shenton, Leader, Portfolio Holder for Policy, People and Partnerships

Councillor Terry Turner, Deputy Leader, Portfolio Holder for Finance, IT and Customer

Councillor Ann Beech, Portfolio Holder for Environment and Recycling

Councillor Tony Kearon, Safer Communities

Councillor Bert Proctor, Planning and Housing

Councillor Amelia Rout, Leisure, Culture and Localism

Councillor John Williams, Town Centres, Business and Assets

2. **Cabinet Meetings**

Cabinet has met once since the last meeting of Full Council, on 10th June 2015. There will be another Cabinet meeting next Wednesday. Below is a summary of actions and decisions taken, along with a link to the Forward Plan. (For further background to the Cabinet's decisions please refer to the actual published Cabinet agenda).

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

As one of the Portfolios is now "Town Centres, Business and Assets" it was decided that going forward this Cabinet Member would be the nominated person to represent the Council on the Newcastle Town Centre Partnership and also the Kidsgrove Town Centre Partnership. For this year, however, it was agreed that Councillor Mrs Elsie Bates would remain as our representative until May 2016. Councillor John Williams has taken up his position on the Newcastle Town Centre Partnership with immediate effect.

4. **The Newcastle Town Centre Business Improvement District (BID)**

Cabinet agreed that this Council would vote in favour of the Business Improvement District. Cabinet also agreed that the Council would become a member of the Newcastle Business Improvement District Company.

The ballot process for the BID commenced on the 17th June and runs until the 16th July. The 3 strategic objectives of the BID Business Plan are (i) to promote Newcastle under Lyme; (ii) develop the distinctive Newcastle experience and (iii) growth, development and investment. The BID count takes place on the 17th July.

5. **Newcastle-under-Lyme Playing Pitch Strategy 2015 – 2020**

Cabinet approved the Playing Pitch Strategy and this will be the basis for making strategic decisions on future playing pitch provision and associated facilities across the Borough. Cabinet gave a renewed commitment to public consultation on any surplus sites arising from this Strategy that will subsequently not be needed to meet our Green Space requirements. I would like to thank the Active and Cohesive Communities Scrutiny Committee for reviewing and supporting the Strategy, and their input was valuable.

6. **Newcastle and Stoke Statement of Community Involvement (SCI)**

Cabinet commended adoption of the final version of the SCI and this is being tabled at the Council meeting this evening.

7. **Nelson Place Roundabout**

Councillor Wenslie Naylor submitted a question to Cabinet about the renovation of Nelson Place roundabout, and the move towards a more sustainable planting scheme, with specific regard to the sculpture which will soon be installed. Councillor Ann Beech was pleased to be able to supply a detailed response. (If any elected member would like further information then I am sure Councillor Beech will be able to supply a written version of her response.)

Other Items

8. **LGA Conference**

The LGA Conference was held in Harrogate from 30th June to 2nd July. I attended along with Councillor Bert Proctor and the Chief Executive.

9. **Historic England**

I would like to thank Councillor Wenslie Naylor for attending the reception to celebrate the launch of Historic England on behalf of the Borough.

10. **Governance Review**

I thought it would be useful, particularly for newly elected members, to give an update on the Governance Review. The Governance Committee last met on the 29th May and as only 20 questionnaires had been returned we agreed to reissue this to all elected members. The next meeting is on the 16th July when we will start to focus on the size of the Council. The two key issues that need to be decided are Council size and the Electoral Cycle. Once these have been determined we will hold a Special Council meeting to resolve any recommendation, and then a time line and programme of work can then be agreed with the Local Government Boundary Commission for England.

11. **Forward Plan**

The Forward Plan covering the period 28 May 2015 to 3 September 2015 can be found at:
<http://www.newcastle-staffs.gov.uk/forwardplan>

I am aware that the Forward Plan requires some updating and format changes. This is something that I will be working on with officers between now and the next meeting of Council.

Councillor Elizabeth Shenton
Leader of the Council

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Classification: NULBC **PROTECT** Organisational

Councillor Bert Proctor has submitted the following motion in accordance with Procedure Rule 12:-

This Council notes that:

- Cuts to NHS hearing aid services are being introduced by North Staffordshire Clinical Commissioning Group. This is the first CCG to decommission free NHS hearing aids.
- Staffordshire County Council's Healthy Staffordshire Select Committee has decided to support the CCG's introduction of a fee for the issue of hearing aids to patients who suffer from certain forms of hearing loss.

This Council believes that the introduction of a fee for hearing aids to patients in North Staffordshire with mild/moderate hearing loss will lead to a large number of problems, which could include:

- Many residents with hearing loss being confined to their homes, resulting in isolation and being excluded from society.
- The decision to charge for hearing aids to many residents who suffer a hearing loss, could impact on the mental health of these patients and their families. It is a well-known fact that hearing loss can trigger depression, anxiety, loss of appetite as one may feel discarded from society through no fault of their own. This would increase the burden upon other services of the NHS and this has not been taken into account. Therefore, the proposal to charge a fee for the issue of hearing aids would have a long-term effect, not only on NHS budgets, but on society as a whole.
- People with hearing loss who are in full time or part-time education would suffer. Thus educational attainments would decline, leading to a more unskilled workforce and increased competition for jobs at the lower end of the jobs market.
- People with hearing loss who are employed on zero-hour contracts would find themselves having to choose between caring for their families, or the 'right to hear'.
- Many families would have to seek professional guidance as the loss of hearing eventually manifests, and the true consequences of being unable to hear would impact, yet again, on the NHS and unsuspecting families.
- People with hearing loss may experience an increase in the fear of crime, and actual crime, resulting in all Local Authorities being unable to achieve one of their most important objectives.
- Withdrawal of this service may cause potential conflict between neighbours where radios or televisions are played too loudly by people who have been denied a free hearing aid.

The introduction of this policy by the CCG is short-sighted, ill-conceived and would have a lasting, long-term effect on society as a whole. Being deaf or suffering from a hearing loss is an invisible disability; the human rights of such vulnerable people in our communities should be respected. For all of the above reasons we cannot

support the decision of the CCG to issue a charge for the supply of hearing aids to hearing loss patients in North Staffordshire, and the Healthy Staffordshire Select Committee's support of this policy. In addition this is the first CCG to decommission free NHS hearing aids which could lead to implications for all patients with hearing loss across the country.

This Council therefore resolves that:

- We write to the CCG asking them to reverse their proposal to introduce a fee for the issue of hearing aids to mild/moderate hearing loss patients in North Staffordshire.
- We call on Staffordshire County Council's Healthy Staffordshire Select Committee to reverse their decision to support the introduction of a fee for the issue of hearing aids to patients who suffer from any form of deafness.