



## Cabinet 10 September 2013

### Recommendations from the Sustainable Development Working Party: 3 September 2013 (Sep13/03), (Sep/10) and (Sep13/12)

(Report E109 has been amended following the meeting of the Sustainable Development Working Party on 3 September 2013. Amendments are shown in bold, italics, underlined or strikethrough.)

#### **1. Draft Joint Statement of Community Involvement (Report E87)(Sep13/10)**

##### **RECOMMENDED:**

***That the revised Draft Joint Statement of Community Involvement, attached as Appendix A of Report E87, be approved for consultation, subject to the following amendments:***

- (a) ***Page 4 - state in the introduction how and when document will be reviewed, and also to remove the word 'draft' on first line;***
- (b) ***Page 5 - remove references to 'documents in progress' as these will quickly date the document;***
- (c) ***Page 15 - make it clearer that 'Local Plan contact list' is not limited to these organisations;***
- (d) ***Page 20 - under publicising planning applications, insert 'other applications' at the top of the page as these are the majority of applications received by the Local Planning Authority;***
- (e) ***Pages 20, 21, 22 - remove references to 'our applications' in the boxes;***
- (f) ***Page 24 - Neighbour notification: insert reference to consulting occupants of land or buildings within close proximity of the site (as***

**well as those adjoining or opposite), at the discretion of the Council;**

- (g) Page 24 - Local advertisements: to investigate the viability of advertising in Newmarket Weekly News and Haverhill Weekly News; and**
- (h) Page 33 - remove reference to 'Borough Council Offices' in relation to Haverhill.**

The Planning and Compulsory Purchase Act requires local planning authorities to prepare a Statement of Community Involvement (SCI) strategy for involving the community in the preparation of their local plan documents as well as how the community can become more involved in the planning application processes. Given the approach to a shared planning service for Forest Heath and St Edmundsbury, it is now appropriate to have a joint SCI that sets out a consistent approach across both districts. Prior to the SCI being adopted by the respective councils, it needs itself to be subject to consultation.

A consultation draft SCI was presented to the Working Party on 27 June 2013 and the Forest Heath District Council Local Plan Working Group on 4 July 2013. It was resolved at both meetings that further consideration of the draft SCI and recommendation as presented be deferred in order to allow sufficient time for a revised user friendly, plain English version, to be produced and submitted to subsequent meetings for consideration.

**During discussion of the item at the Working Party meeting, a number of changes to the draft were suggested by Members and agreed by officers. In addition to minor typographical changes which officers already have delegated authority to amend, the amendments provided in the recommendation above represents the main changes.**

## **2. Masterplan and Development Brief Protocol Update (Agenda Item 8)**

### **RECOMMENDED:**

***That the revised protocol for the preparation of Masterplans and Development Briefs, as set out in Appendices A and B of Paper E88, be approved.***

The Working Party considered a narrative item which sought amendments to the Council's Protocol for the preparation of Masterplans and Development Briefs.

Following the recent consultation carried out by Hopkins Homes in respect of the draft Station Hill Masterplan, concerns have been raised by a resident relating to the consultation process.

The substantive issue is concern about the Council's masterplan process in trusting an interested third party to carry out a consultation and accurately report the results. Although the concerns relate only to the masterplan process, they could be equally applicable to the process for the consideration of Development Briefs.

The process for carrying out consultation in respect of Masterplans and Development Briefs is set out in protocols adopted by the Council. These require the consultation to be carried out in accordance with the Council's Statement of Community Involvement. The submission should be accompanied by a statement of public consultation which identifies:-

- (i) when the consultation took place;
- (ii) who was consulted;
- (iii) an accurate summary of consultation submissions;
- (iv) the developers response to those submissions; and
- (v) a schedule of changes made to the draft masterplan as a result of consultation.

In addition, officers always require developers/landowners to submit copies of all of the original submissions in full. It is also not uncommon for consultees to copy the Council in on any submissions made to the developer/landowner.

All reports received from developers/landowners are public documents and are open to public scrutiny. If any individual is concerned that their views have not been represented, all documentation received by the Council will be made available for checking.

Since the introduction of the process, there have been no known or reported abuses of the system and given the safeguards which are already in place, there is no reason to initiate substantive changes to the process. However, it is recognised that our operation of the system does depart from the protocols by requiring the submission of all original copies of representations received. Accordingly, it is recommended that both protocols be changed to reflect this departure, which should address the principal concern expressed.

A further addition provides additional guidance for situations where a planning application is submitted prior to the final adoption of a masterplan. Other minor changes to text are also required to reflect changes in Government guidance.

Appendix A and Appendix B were attached as Paper E88 and identified new text shown underlined and deleted text shown ~~struckthrough~~ for the Masterplan and Development Brief protocols respectively.

### **3. South Cambridgeshire Local Plan - Consultation (Report E89)**

#### ***RECOMMENDED:***

***~~That South Cambridgeshire District Council be thanked for consulting the Borough Council on the Local Plan document and the content of paragraphs 4.1—4.8 of~~***

**~~Report E89 form the basis of the Borough Council's response to the consultation.~~**

**Consideration of Report E89 was deferred until the next meeting of the Working Party on 18 September 2013 as it is closely linked to the Cambridge and South Cambs Transport Consultation report due to be considered at that meeting. The above recommendation is therefore not required to be considered by the Cabinet at this time.**

~~Report E89 was considered and this explained that the Borough Council, as a neighbouring authority, has been consulted on the Submission Draft South Cambridgeshire Local Plan. Under the Duty to cooperate provisions of the Localism Act 2011, local planning authorities are required to demonstrate that they have liaised across borders on planning matters that are of wider significance. The consultation closes on 30 September 2013. The Working Party had previously considered a paper on the Issues and Options consultation document (Paper D137 refers).~~

~~The Report considers the content of the consultation document and potential impact on St Edmundsbury of the relevant matters in the document.~~

**4. 9<sup>th</sup> Annual Corporate Environmental Performance Report 2012/2013 (Report E90)(Sep13/12)**

***RECOMMENDED:***

***That continued support be given to improve the Council's Environmental Performance in order to achieve the Corporate Environmental Targets set out in the Environmental Statement 2012 attached as Appendix A to Report E90.***

Report E90 was considered which sets out as the 9<sup>th</sup> Annual Environmental Performance Report covering the Council's progress in 2012/2013 to meet it's Corporate Environmental Targets. The Council's annual Environmental Statement which included the targets is also contained in Appendix A of Report E90.

**5. Developing a West Suffolk Contaminated Land Strategy (Report E91)(Sep13/03)**

***RECOMMENDED:***

***That subject to the approval of full Council, the proposed West Suffolk Contaminated Land Strategy, as amended by the wording contained in Appendix A and as set out in Appendix C to Report E91, be formally adopted.***

Report E91 was considered which advised that to achieve a shared approach to policy and service delivery for the people of West Suffolk

and meet statutory obligations under Part 2A of the Environmental Protection Act 1990, Forest Heath District and St Edmundsbury Borough Councils have developed and consulted upon a draft West Suffolk Contaminated Land Strategy (considered by the Working Party on 12 March 2013, Report D323 refers).

Once adopted this will replace the Councils' current strategies. Appendix A to Report E91 sets out proposed amendments to the draft Strategy which reflects comments made during the stakeholder consultation. Appendix B lists the consultees whose views on the draft Strategy were sought. The draft Strategy was attached as Appendix C.

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St Edmundsbury  
BOROUGH COUNCIL

# E109

## Cabinet 10 September 2013

### Recommendations from the Sustainable Development Working Party: 3 September 2013 (Sep13/03), (Sep/10) and (Sep13/12)

*(Report E109 has been compiled before the meeting of the Sustainable Development Working Party on 3 September 2013 and is based on the recommendations contained within the reports. Any amendments made by the Working Party to the recommendations will be notified prior to the meeting of Cabinet.)*

#### **1. Draft Joint Statement of Community Involvement (Report E87)(Sep13/10)**

##### **RECOMMENDED:**

***That the revised Draft Joint Statement of Community Involvement, attached as Appendix A of Report E87, be approved for consultation.***

The Planning and Compulsory Purchase Act requires local planning authorities to prepare a Statement of Community Involvement (SCI) strategy for involving the community in the preparation of their local plan documents as well as how the community can become more involved in the planning application processes. Given the approach to a shared planning service for Forest Heath and St Edmundsbury, it is now appropriate to have a joint SCI that sets out a consistent approach across both districts. Prior to the SCI being adopted by the respective councils, it needs itself to be subject to consultation.

A consultation draft SCI was presented to the Working Party on 27 June 2013 and the Forest Heath District Council Local Plan Working Group on 4 July 2013. It was resolved at both meetings that further consideration of the draft SCI and recommendation as presented be deferred in order to allow sufficient time for a revised user friendly, plain English version, to be produced and submitted to subsequent meetings for consideration.

## **2. Masterplan and Development Brief Protocol Update (Agenda Item 8)**

### **RECOMMENDED:**

***That the revised protocol for the preparation of Masterplans and Development Briefs, as set out in Appendices A and B of Paper E88, be approved.***

The Working Party considered a narrative item which sought amendments to the Council's Protocol for the preparation of Masterplans and Development Briefs.

Following the recent consultation carried out by Hopkins Homes in respect of the draft Station Hill Masterplan, concerns have been raised by a resident relating to the consultation process.

The substantive issue is concern about the Council's masterplan process in trusting an interested third party to carry out a consultation and accurately report the results. Although the concerns relate only to the masterplan process, they could be equally applicable to the process for the consideration of Development Briefs.

The process for carrying out consultation in respect of Masterplans and Development Briefs is set out in protocols adopted by the Council. These require the consultation to be carried out in accordance with the Council's Statement of Community Involvement. The submission should be accompanied by a statement of public consultation which identifies:-

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**RECOMMENDED:**

***That South Cambridgeshire District Council be thanked for consulting the Borough Council on the Local Plan document and the content of paragraphs 4.1 – 4.8 of Report E89 form the basis of the Borough Council’s response to the consultation.***

Report E89 was considered and this explained that the Borough Council, as a neighbouring authority, has been consulted on the Submission Draft South Cambridgeshire Local Plan. Under the Duty to cooperate provisions of the Localism Act 2011, local planning authorities are required to demonstrate that they have liaised across borders on planning matters that are of wider significance. The consultation closes on 30 September 2013. The Working Party had previously considered a paper on the Issues and Options consultation document (Paper D137 refers).

The Report considers the content of the consultation document and potential impact on St Edmundsbury of the relevant matters in the document.

### **4. 9<sup>th</sup> Annual Corporate Environmental Performance Report 2012/2013 (Report E90)(Sep13/12)**

**RECOMMENDED:**

***That continued support be given to improve the Council’s Environmental Performance in order to achieve the Corporate Environmental Targets set out in the Environmental Statement 2012 attached as Appendix A to Report E90.***

Report E90 was considered which sets out as the 9<sup>th</sup> Annual Environmental Performance Report covering the Council’s progress in 2012/2013 to meet it’s Corporate Environmental Targets. The Council’s annual Environmental Statement which included the targets is also contained in Appendix A of Report E90.



**5. Developing a West Suffolk Contaminated Land Strategy  
(Report E91)(Sep13/03)**

**RECOMMENDED:**

***That subject to the approval of full Council, the proposed West Suffolk Contaminated Land Strategy, as amended by the wording contained in Appendix A and as set out in Appendix C to Report E91, be formally adopted.***

Report E91 was considered which advised that to achieve a shared approach to policy and service delivery for the people of West Suffolk and meet statutory obligations under Part 2A of the Environmental Protection Act 1990, Forest Heath District and St Edmundsbury Borough Councils have developed and consulted upon a draft West Suffolk Contaminated Land Strategy (considered by the Working Party on 12 March 2013, Report D323 refers).

Once adopted this will replace the Councils' current strategies. Appendix A to Report E91 sets out proposed amendments to the draft Strategy which reflects comments made during the stakeholder consultation. Appendix B lists the consultees whose views on the draft Strategy were sought. The draft Strategy was attached as Appendix C.

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