



WORTHING BOROUGH  
COUNCIL

Worthing Planning Committee

23 January 2019

Agenda Item no. 7

Ward (s) Affected: ALL

**Updated Adur and Worthing Statement of Community Involvement -  
Draft for Consultation**

**Report by the Director for the Economy**

**1.0 Summary**

- 1.1 The purpose of the Statement of Community Involvement (SCI) is to explain to the public what consultation will take place with stakeholders on planning policy documents and planning applications. It sets out who the Councils will consult with, when and how.
- 1.2 All Local Planning Authorities are legally required to prepare and publish a SCI and ensure it is kept up to date. The current joint Adur and Worthing SCI was published in 2012 (previously both Councils had their own SCI in place). Since then, changes have been made to national policy and legislation in relation to Local Plans and Neighbourhood Plans. The Government also published a revised National Planning Policy Framework (2018) therefore it is timely to update the SCI in order to reflect these changes.

**2.0 Background**

- 2.1 A Statement of Community Involvement (SCI) seeks to describe how the public, businesses and interest groups within Adur and Worthing can get involved in Planning Policy, Neighbourhood Planning and the planning application decision making process. The SCI sets out the consultation measures that the Councils will undertake when consulting on Planning Policy documents and publicising planning applications.

- 2.2 Community involvement and consultation is a key part of the Councils decision making process. The Councils believe that the whole community should have the opportunity to engage in the preparation of both Adur and Worthing's Planning Policy documents and also in the consideration of planning applications by Development Management.
- 2.3 The draft SCI is guided by the Government's Consultation Principles: Guidance (2018) which provides information on how consultations should be conducted in general providing a consistent consultation approach.
- 2.4 In addition, the Councils have a Consultation Policy Statement which sets out the minimum standards the Councils will follow when developing consultation and engagement exercise, so that customers and communities know what to expect from us in providing appropriate opportunities to participate and to receive feedback. This Consultation Policy Statement sits alongside the SCI.

#### **Why has a new Statement of Community Involvement been produced?**

- 2.5 The preparation of a SCI is a legal requirement of the Planning and Compulsory Purchase Act 2004 and once adopted, Councils are legally obliged to comply with it. Since the current SCI was adopted in 2012, there have been changes to national policy including the publication of the revised National Planning Policy Framework (2018). There has also been changes to national legislation which includes the introduction of the Neighbourhood Planning Act 2017, the Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2017 and also changes to Council procedures hence it is appropriate to review the SCI and bring it up-to-date.
- 2.6 Regulation 4 of The Town and Country Planning Regulations (Amendment) Regulations 2017 came into force on the 6th April 2018 and introduced amendments to the Town and Country Planning (Local Planning) (England) Regulations 2012. The amendments require that a review of the SCI must be completed every five years, starting from the date of adoption of the SCI, in accordance with section 23 of the Planning and Compulsory Purchase Act 2004.
- 2.7 In response to the new requirements, this revised draft SCI now includes a chapter on Neighbourhood Planning and sets out the Councils statutory role in providing advice, assistance and support to Qualifying Bodies (organisation that is preparing a Neighbourhood Plan or Neighbourhood Development Order) throughout the Neighbourhood Planning process. At present, there are two Neighbourhood Plans being progressed in Adur District: Sompting

Neighbourhood Plan and Shoreham Beach Neighbourhood Plan. There are currently no Neighbourhood Plans / Neighbourhood Development Orders being progressed in Worthing.

- 2.8 It is also considered appropriate to include a chapter regarding the preparation of the Community Infrastructure Levy (CIL) which enables Local Planning Authorities to raise fund for new infrastructure by levying a charge on new development within their area. Worthing Borough Council adopted its CIL in February 2015 and a review is currently being undertaken and it is expected that a revised Charging Schedule will be in place in 2019. Adur District Council is not currently preparing CIL and is continuing with S.106 Planning Obligations at present.
- 2.9 The Council has recently undertaken Regulation 18 consultation on the draft Worthing Local Plan. To support the preparation of the emerging Worthing Local Plan, a future review of the Adur Local Plan and the preparation of other Local Development Documents it is considered necessary to update the SCI to ensure that the Council meets current statutory consultation requirements.
- 2.10 Since the current SCI was published, the Councils have undertaken numerous consultations on Planning Policy documents. Lessons have been learnt from each consultation, what has worked well and what hasn't worked so well. The power of social media has been recognised and the Councils will continue to make the effective use of social media, as best practice, wherever possible. These lessons have helped to inform the revised draft SCI.
- 2.11 The chapter on Development Management has been reviewed to ensure that it reflects current publicity measures undertaken for planning applications.

### **JOSC Review of Consultations (2018)**

- 2.12 The revised SCI supports the agreed recommendations contained within the recent Joint Overview and Scrutiny Committee (JOSC) report on the effectiveness of consultations carried out by Adur and Worthing Councils (Joint Strategic Committee, Agenda Item 10, 06.11.18).

## **3.0 Consultation**

- 3.1 It is proposed that the draft SCI is made available for consultation for a period of 6 weeks, commencing late February (dates to be confirmed). All those on the Planning Policy consultation database will be informed; the document will be made available on the Council's website, and the consultation will be

publicised on social media. Hard copies will also be made available at Portland House, the Shoreham Centre and in local libraries.

#### **4.0 Legal**

4.1 It is not a statutory requirement to undertake public consultation on the draft SCI. However, given the nature of the SCI it is considered best practice to undertake consultation as it demonstrates the Councils commitment to meeting its principles contained within Adur and Worthing Councils Consultation Policy Statement. Relevant legislation referred to within the draft SCI includes:

Planning & Compulsory Purchase Act 2004

The Town and Country Planning (Local Planning) (England) Regulations 2012 [S.I No. 767]:

The Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2017 [S.I No. 1244]:

Neighbourhood Planning Act 2017:

#### **5.0 Financial implications**

5.1 There are no significant costs relating to the preparation of a revised SCI and all such costs will be met within existing budget allowances.

5.2 The costs associated with the consultation on planning matters is contained within existing budgets.

#### **6.0 Recommendation**

**6.1 That the Committee note the Draft SCI, and forward any comments to the Executive Member for Regeneration to consider prior to approving the document for consultation.**

#### **Local Government Act 1972**

##### **Background Papers:**

Worthing Core Strategy (2011)

Regulation 18: Draft Worthing Local Plan (2018)

Adur Local Plan (2017)

Adur and Worthing Statement of Community Involvement 2012

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## **Schedule of Other Matters**

### **1.0 Council Priority**

- 1.1 Platforms for our Places makes a commitment to agree core principles of engagement and community involvement in design and delivery of the Councils work (Platform 2 - 2.4.1).

### **2.0 Specific Action Plans**

- 2.1 None

### **3.0 Sustainability Issues**

- 3.1 Matter considered and no issues identified.

### **4.0 Equality Issues**

- 4.1 The draft SCI, once adopted will ensure that the public, businesses and interest groups within Worthing can get involved in Planning Policy, Neighbourhood Planning and the planning application decision making process.

### **5.0 Community Safety Issues (Section 17)**

- 5.1 Matter considered and no issues identified.

### **6.0 Human Rights Issues**

- 6.1 Matter considered and no issues identified.

### **7.0 Reputation**

- 7.1 The draft SCI, once adopted, will ensure that the Council is meeting statutory consultation requirements and that consultation undertaken is open, effective and transparent.

### **8.0 Consultations**

- 8.1 This report seeks member endorsement of a proposed public consultation.

## **9.0 Risk Assessment**

- 9.1 The Revised SCI will help to ensure that the Council is meeting statutory consultation requirements. If a revised SCI is not in place, public consultation may not be carried out in accordance with statutory requirements.

## **10.0 Health & Safety Issues**

- 10.1 Matter considered and no issues identified.

## **11.0 Procurement Strategy**

- 11.1 Matter considered and no issues identified.

## **12.0 Partnership Working**

- 12.1 The draft SCI is a joint document prepared by Adur District Council and Worthing Borough Council to ensure a consistent approach in undertaking consultation on Planning Policy documents and publicising planning applications.