

Committee(s)	Dated:
Planning & Transportation Committee	08/07/2024
Subject: Updates to the Statement of Community Involvement appendices and the Local Development Scheme	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	Diverse Engaged Communities, Providing Excellent Services and Vibrant Thriving Destination
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	n/a
What is the source of Funding?	n/a
Has this Funding Source been agreed with the Chamberlain's Department?	n/a
Report of: Gwyn Richards, Planning and Development Director	For Decision
Report author: John Harte, Planning Officer	

Summary

The Statement of Community Involvement (SCI) was agreed by Planning and Transportation Committee members on 11 May 2023. This important planning document sets out how the City of London intends to consult the public when preparing planning policies and making decisions on planning applications. The City of London recognise the importance of community engagement during the planning process.

This paper sets out amendments to Appendix A and B of the SCI after a review of these documents. The changes are required for conciseness and categorisation to reflect more accurately the different types of stakeholders in the City, current legislation and those on the Local Plan Consultation Database (LPCD).

This paper also sets out some minor updates to the Local Development Scheme (LDS) to reflect the current timetable of the City Plan 2040.

Recommendation

Members are asked to:

- Agree the proposed changes to Appendix A and Appendix B of the Statement of Community Involvement (SCI);
- Instruct the Assistant Town Clerk to incorporate the following into the ongoing review of the Officer Scheme of Delegations (for approval by Policy and Resources Committee and the Court of Common Council): the delegation of the review and update of the SCI Appendices to the Director of Planning and

Development, in consultation with the Chair and Deputy Chair of the Planning and Transportation Committee;

- To update the Local Development Scheme (LDS) as per Appendix 2.

Main Report

Background

1. The Statement of Community Involvement (SCI) sets out how the City of London Corporation will consult and engage with the City's communities and stakeholders in the planning process and ensure consultations are effective, inclusive and open for everyone. The current SCI was adopted by the Planning & Transportation Committee on 11 May 2023.
2. As a Local Planning Authority (LPA) the City Corporation should regularly review and update SCIs every five years from adoption. The Government requires LPAs to keep these up to date to ensure effective community involvement at all stages of the planning process.
3. The City Corporation is also required to keep up to date its Local Development Scheme (LDS) which sets out the programme for the preparation of the City Plan 2040 and other planning policy guidance.

Proposal

4. The City of London is required by legislation to consult a range of stakeholders in its statutory planning functions.
5. The last review of the SCI and its appendices was in May 2023. Since this time, the City of London has designated a Neighbourhood Area and Neighbourhood Forum (Barbican and Golden Lane). The Neighbourhood Forum have already been added to the Local Plan Consultation Database (LPCD) and are being consulted on relevant planning applications. Appendix B of the SCI, which lists those organisations that the City Corporation will consult on relevant planning applications, requires updating in order to reflect the designation of the Neighbourhood Forum and include two additional residents' associations that were previously not listed (see Appendix 1).
6. A review of the organisations in Appendix B of the SCI has also taken place. Sport England and National Highways are relevant consultees for some planning applications and are already consulted where appropriate. It is recommended that these organisations are added to Appendix B of the SCI. Other minor amendments to Appendix B have also been made to reflect any name changes to identified organisations.
7. The Town and Country Planning (Local Planning) (England) Regulations 2012 places a legal duty to consult with defined 'Specific' consultation bodies in relation to the preparation of a Local Plan. The Duty to Cooperate (DtC), introduced in 2011 by the Localism Act, also places a duty on LPAs to engage

constructively and actively with prescribed DtC bodies in the context of strategic plan-making matters. Appendix A of the SCI has been amended to more clearly and succinctly list these bodies and set out whether they are 'Specific' or DtC consultees (or both). Neighbourhood Planning Forums within neighbouring boroughs were previously listed under this section, but would more properly fall within the 'General' consultation bodies classification; they have therefore been removed from the 'Specific' consultation bodies list in Appendix A of the SCI.

8. The Town and Country Planning (Local Planning) (England) Regulations 2012 also require consultation with 'General' consultation bodies. These are not specific listed organisations but rather different types of organisations, specifically: voluntary bodies; those representing racial, ethnic, or national groups; those representing religious groups; those representing the interests of disabled persons; and those representing the interests of persons carrying on business in the area. Up to now, Appendix A of the SCI has listed all those groups that may fall within the relevant categories. However, not all of the groups listed have signed up to the LPCD. To comply with the General Data Protection Regulation (GDPR), only the details of those who have expressed a wish to be kept informed of Local Plan updates can be registered on the database. Organisations and individuals can also request to be removed from or added to the consultation database at any time, and these changes are made immediately. This situation has resulted in a mismatch between the SCI and the LPCD, one that will inevitably continue over time if changes to the SCI are not made.
9. To overcome this inconsistency, Appendix A of the SCI has been amended to set out categories of organisations and individuals that are present in the consultation database, rather than naming specific bodies. This approach is standard practice in other LPAs. While the names of specific groups have been removed from Appendix A, no groups or individuals have been deleted from the LPCD.
10. Prior to significant stages in the preparation of the City Plan, efforts are made to promote awareness of the City Plan consultation database, for example through direct contact with relevant organisations where their contact details are public, as well as promotion through social media.
11. The 'Specific' consultation bodies listed in Appendix A of the SCI, and the bodies consulted (as relevant) on planning applications (listed in Appendix B of the SCI) are likely to change over time, as legislation is brought forward, organisations change name or new organisations come into being. It is therefore recommended that amendments to these appendices be delegated to officers, so that the SCI appendices can be updated immediately.

Local Development Scheme (LDS) amendments

12. Amendments to the Local Development Scheme (LDS) are also proposed. The substantive amendments are:

- Changes to paragraph 16 (of the LDS) to reflect the changes to the SCI as above;
- Changes to Table 1 to reflect the latest Local Plan timetable of submission in August 2024, examination Winter 2024 and Adoption in Summer 2025 (as set out in the report to the Planning & Transportation Committee in January 2024); and updated timescales for emerging SPDs in Table 3, including the removal of the Lighting SPD (which was adopted in October 2024).

Corporate & Strategic implications

13. The changes made to the SCI will ensure the aims of the emerging City Plan 2040 and adopted Local Plan are closely aligned with the City of London Corporate Plan (2024-2029) which informs effective use of resources and decision-making for the City of London. Engagement is a key component of plan-making preparation and the SCI will seek to ensure that all the City's communities can engage with the City Corporation and developers in the exercise of planning responsibilities and the form of new development. This meets statutory requirements and good practice as outlined in the National Planning Practice Guidance.

General implications

14. There are not considered to be any financial, resource or legal implications relating to these changes.

Risk management reporting

15. There are no risk implications relating to the content of these proposed changes.

Equalities implications

16. There are no equalities implications.

Conclusion

17. The City of London Corporation has a statutory duty to prepare and keep up to date the Statement of Community Involvement (SCI). The SCI was adopted in 2023 and sets out how the City Corporation will engage and consult with the City's varied communities on both planning policy matters and planning applications. The latest changes reflected in Appendix A and B of the SCI provides updated information necessary to undertake consultation requirements.
18. The minor updates proposed to the Local Development Scheme (LDS) are proposed to reflect the latest City Plan programme as reported to members and do not change the key dates or milestones.

Appendices

- Appendix 1 - Proposed changes to Appendix A and B of the Statement of Community Involvement (shown in tracked changes)

- Appendix 2 – Proposed changes to the Local Development Scheme (LDS) – (shown in tracked changes)

Report author

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