

Statement of Community Involvement Consultation Statement

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1. Introduction

1.1. Background

1.1.1. The Council has prepared a new Statement of Community Involvement (SCI) to set out the authority's policy on involving the community and others in all aspects of planning, including the production of planning documents and the determination of planning applications.

1.1.2. The new SCI is structured in four chapters, the first chapter provides an update of the changes in policy, regulations and describes the importance of community involvement. It also explains our approach to equalities and setting out our consultation principles. The second chapter focuses on the plan making process, explaining how different planning documents will be consulted on, and the techniques that will be used, as well as our role in Neighbourhood Planning. The third chapter looks at consultations on planning applications, including what we expect developers to do in terms of pre-application engagement with the local community, and how you can comment on a planning application. This section also explains how we can use our planning enforcement powers to resolve breaches of planning control and as such, local people play an essential role in this aspect of the planning system. Lastly, chapter four, talks about how the planning service will explore the use of digital technology, including social media to enhance the enhance the local planning process.

2. Formal consultation on the draft SCI: who was consulted and how?

2.1. Consultation on the Statement of Community Involvement

- 2.1.1. The SCI was approved for public consultation on February 2020.
- 2.1.2. The Council consulted on the draft SCI for six weeks from Tuesday 25 February 2020 until Thursday 9 April 2020.
- 2.1.3. The Council has consulted widely on the SCI in accordance with the Town and Country Planning (Local Planning) (England) Regulations (2012) (as amended) via email or post where no email address was available. This included specific consultee bodies¹, other local planning authorities, Community Organisations, developers and agents, and a range of other national, regional and local organisations, and other individuals with a stated interest in the area or local to the area. Emails and letters were sent to the relevant consultees. The consultees are listed in **Appendix A** and an example email/letter is contained in **Appendix B**.
- 2.1.4. Other methods of notification include:
- A public notice in Enfield Independent – set out in **Appendix C**
 - Through the council's webpages – set out in **Appendix D**
- 2.1.5. The draft SCI was made available for inspection at the following locations:
- Online on the council's website
<https://new.enfield.gov.uk/services/planning/community-involvement/>
 - Hard copies were also available to view in all local libraries and at the Civic Centre, however due to the Covid 19 lockdown restriction, Enfield Libraries and Civic Centre were closed for public safety reason.
- 2.1.6. Comments were made by:
- Emailing localplan@enfield.gov.uk
 - Writing to Strategic Planning and Design, Enfield Council, FREEPOST, NW5036 EN1 3BR
- 2.1.7. Contact details for further information were also made available as follows:
- Email: localplan@enfield.gov.uk
- Telephone: 020 83793866

¹ Specific consultation bodies and duty to cooperate bodies required under the Town and Country Planning (Local Planning) (England) Regulations 2012 as amended

3. What issues were raised and how were they taken into account in the final document

- 3.1. What responses were received?
- 3.1.1. We have received 8 representations from individuals or groups, the full details of the comments and proposed changes are recorded in Appendix E. In short, the final document will include the following, a list of as a minimum, statutory consultees, on Planning Application list stakeholder list consultation including Thames Water and Highways England.
- 3.1.2. A table showing who said what and how we responded to those issues is set out in **Appendix E**.

Appendices

- A. List of statutory consultees consulted
- B. Text of emails/letters sent to consultees
- C. Other consultation information: Statutory notice
- D. Screen print of consultation web page
- E. Full schedule of proposed changes – representations made

Appendix A List of consultees

Please note that this is not a comprehensive list and may be updated as needed.

- Coal Authority
- Environment Agency
- Highways England
- Historic England
- Marine Management Organisation
- Natural England
- Network Rail
- Neighbouring Local Planning Authorities (Waltham Forest Council, Barnet Council, Haringey Council, Hertfordshire County Council).
- Homes England
- Greater London Authority
- Thames Water
- Transport for London
- Inland Waterways organisation
- British Waterways – London region Telecommunication, gas and electricity suppliers
- Borough Area Partnerships (South West, North East, Enfield Leaside)

The Government Regulations, requires us to ensure that certain organisations (known as Specific Consultation Bodies) are consulted at key stages during the preparation of the Local Plan and the assessment of Planning Applications, for example these include neighbouring Councils (through a process called Duty to Cooperate), Town and Parish Councils, Councillors, Environment Agency and utility companies. The full list of consultee is set out below. In some cases, we have a degree of discretion over whether to notify certain general bodies if the topic of the document in question is not likely to be of interest or relevance to that body. We will target consultation towards those most likely to be affected, for example by setting up workshops on particular topics or hosting public exhibitions in areas of site allocation proposals.

Appendix B

Example email/letter



Please reply to: Strategic Planning and Design
Enfield Council,
FREEPOST NW5036
EN1 3BR
localplan@enfield.gov.uk
020 8379 3866

E-mail:
Phone:
My Ref:
Your Ref:
Date: 25 February 2020

CONSULTATION ON THE DRAFT REVISED STATEMENT OF COMMUNITY INVOLVEMENT IN PLANNING

Dear Consultee,

I am writing to inform you that the Council has now published the draft revised Statement of Community Involvement in Planning for a six week public consultation from Tuesday 25 February to Thursday 9 April 2020.

The Council adopted its Statement of Community Involvement (SCI) in November 2015. However, since its adoption there have been a number of changes to planning legislation, planning guidance and technological advances such as social media, which have changed the way public consultations and engagement takes place and are carried out. All this means Enfield's SCI (2015) requires updating to have regard to these changes.

The draft SCI sets out how we will involve local people, local businesses, stakeholders and other interested parties when preparing local planning documents and consulting on planning applications. It also outlines some engagement principles for developers, who may need to consult with our residents regarding their development proposals.

The revised draft and supporting Equalities Impact Assessment (EqIA) can be viewed on our website at: www.enfield.gov.uk/SCI

Sarah Cary
Executive Director Place
Enfield Council
Civic Centre, Silver Street
Enfield EN1 3XY
www.enfield.gov.uk

If you need this document in another language or format contact the service using the details above.

Next steps:

Following the consultation, the comments received will be considered and any necessary changes will be made to the SCI in accordance with planning legislation and policy, before it is adopted.

Once adopted, it will replace our previous SCI adopted in 2015.

The deadline for all responses is 5pm on Thursday 9 April 2020.

Representations cannot be made anonymously. Please provide your full name and contact details. Please note that representations will be made publicly available, along with your name.

Hard copies of the draft revised Statement of Community Involvement in Planning will be available to view in the borough libraries or on request at the Civic Centre, please call 020 8379 3866 for an appointment.

You can find out more about the SCI by contacting the Local Plan team by email: Localplan@enfield.gov.uk or phone 020 8379 3866.

Yours faithfully,

Neeru Kareer
Head of Strategic Planning and Design

IMPORTANT – Enfield residents should register for an online Enfield Connected account. Enfield Connected puts many Council services in one place, speeds up your payments and saves you time – to set up your account today go to www.enfield.gov.uk/connected

Appendix C Statutory notice

**PUBLIC CONSULTATION
PLANNING AND COMPULSORY PURCHASE ACT 2004 (AS AMENDED)
REVISED STATEMENT OF COMMUNITY INVOLVEMENT FOR ENFIELD**

Notice is hereby given that the Council has published a draft version of the revised Statement of Community Involvement in Planning for Enfield.

Title of the Documents:

'Statement of Community Involvement in Planning'.

Purpose of the documents:

Enfield's Statement of Community Involvement (SCI) is an important planning policy document which explains how you can get involved in planning of your local area.

The SCI sets out how the Council will ensure that local communities, businesses and other stakeholders can have wider involvement in local planning decisions through active, meaningful and continued process of involvement.

Subject matter and area of the development plan document

The revised SCI reflects key updates in national planning legislation and guidance, current practices, and the use of technology as a method of engagement. Additionally, the SCI provides further details of community involvement in neighbourhood planning and in the preparation of the Community Infrastructure Levy (CIL), since the publication of Enfield's last SCI in 2015.

Period within which representations and responses need to be made:

The revised Statement of Community Involvement will be the subject of a 6-week period of formal public consultation from Tuesday 25 February until Thursday 9 April 2020. Representations on these documents should be received no later than by 5pm Thursday 9 April 2020.

How to comment and have your say:

You can make comments to the draft revised Statement of Community Involvement using one of the methods below:

- **Email:** localplan@enfield.gov.uk
- **Post:** Strategic Planning and Design, ENFIELD COUNCIL, FREEPOST, NW5036, EN1 3BR

Please mark comments as 'Statement of Community Involvement'.

Should you have any queries relating to these consultations you can telephone the Strategic Planning and Design team on: 020 8379 3866.

Representations cannot be made anonymously. Please provide your full name and contact details. Please note that representations will be made publicly available, along with your name.

Want to be kept informed about the next stages?

Please sign up to our stakeholder database if you wish to be kept informed about the progress of key planning documents for the borough. You can sign up by emailing: localplan@enfield.gov.uk

How to find out more:

The draft revised Statement of Community Involvement is available to view online at: www.enfield.gov.uk/SCI
Copies can be viewed at the following locations:

- Civic Centre, Silver Street, Enfield EN1 3XA between 9am to 5pm Monday to Friday. Please contact the Strategic Planning and Design Team (details above) to arrange an appointment to view the documents.
- All borough libraries.

Alternatively, hard copies of the draft revised Statement of Community Involvement can be made available on request by contacting the Council, either by telephone, via email or by post (see contact details above).

www.enfield.gov.uk



Appendix D- Screen print of Consultation page



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Local plan - Community involvement

Statement of Community Involvement

The SCI seeks to ensure the active, meaningful and continued involvement of local communities and stakeholders in planning. It sets out how, when and who will be consulted throughout the preparation of the Local Plan and other planning documents prepared by the council, as well as setting out how the community can respond to planning applications.

Draft Revised Statement of Community Involvement for consultation

We are now consulting on the [draft revised Statement of Community Involvement \(SCI\) \(PDF\)](#) to get your views on how we consult on planning matters.

Public consultation on the draft revised SCI runs from Tuesday 25 February until 5pm on Thursday 9 April 2020.

We want to hear from as many people as possible on how we can improve this document, so that we can continue to improve and enhance the planning experience for the community.

The council adopted its [Statement of Community Involvement \(SCI\) \(PDF\)](#) in November 2015. Since its adoption, there have been several changes to planning legislation, planning guidance and technological advances, such as social media, which have changed the way public consultations and engagement takes place. Enfield's SCI (2015) needs to be updated to reflect these changes.

The draft revised SCI sets out how we will involve local people, local businesses, stakeholders and other interested parties when preparing local planning documents and submitted planning applications. It also outlines some engagement principles for developers who may need to consult with residents about their development proposals.

View the draft and supporting [Equalities Impact Assessment \(EqIA\) \(PDF\)](#).

You can respond to this consultation by email to localplan@enfield.gov.uk with 'Statement of Community Involvement 2020' in the subject line.

You can also write to:

Strategic Planning and Design
Enfield Council
FREEPOST NW5036
EN1 3BR

The document is also available in hard copy in the [borough libraries](#) and at the Civic Centre, Silver Street, Enfield EN1 3XA between 9am and 5pm, Monday to Friday.

Please contact the Strategic Planning and Design Team to arrange an appointment to view the document by calling 020 8379 3866 or email LocalPlan@enfield.gov.uk.

Appendix E:

Full schedule of proposed changes – representations made

Table 1: Schedule of representations received.

No	Organisation details	Section or paragraph	Summary of representation	Council response
1.	Enfield Sport	Page 8; Section 1.6.3 & 1.7.2; Page 19 Section 2.11	<p>1. The respondent requests that all relevant culture, sports, parks and playing pitch strategies are referred to on page 8 of the Statement. To provide an explanation as to the reason behind only having the Enfield Heritage Strategy the only strategy listed in page 8.</p> <p>2. For paragraphs 1.6.3 and 1.7.2 to include a clear commitment from the Council in providing a truthful and accurate information when it consults with the local community.</p> <p>3. On page 19, the statement to include the importance of primary legislation as it sits above National Planning Policy Guidance.</p> <p>4. The section on Duty to Co-operate in para. 2.11, should include reference to the need to co-operate with the GLA and other London Boroughs in relation to the provision of strategically important playing fields and sports pitches.</p>	<p>1. The purpose of draft revised Statement of Community Involvement in Planning is twofold, to clearly laid out the how the council will involve the local community, stakeholders and statutory bodies. The preparation of the emerging Local Plan seeks to be in accordance with The Town and Country Planning (Local Development) (England) Regulations 2012 which sets out minimum standards for community engagement in the development of planning policy. The determination of planning applications is to be in line with The Town and Country Planning (Development Management Procedure) Order 2015 sets out guidance for consultation on planning applications and the Town and Country Planning (Local Development) (England) Regulations 2012 sets out minimum standards for community engagement in the determination of planning applications. Further to this, the Localism Act 2011 introduced a legal duty on local planning authorities to engage constructively, and on an ongoing basis on strategic cross borough issues.</p> <p>Therefore, the focus is to explain the Council's procedures and arrangements for undertaking consultation within planning only and not any other Council-wide strategy. For example, the Enfield Heritage Strategy and the other planning documents illustrated in page 8, are documents produced by the planning department and have all</p>

				<p>undergone formal public consultation following relevant regulations, described in the adopted SCI. Considering that the other Council strategy documents are not planning specific documents, nor have they undergone a planning consultation process, we cannot include any non-planning document into page 8.</p> <p>2. In relation to, paragraphs 1.6.3 and 1.7.2 these refer to the consultation principles and community engagement techniques which ties with Corporate Plan and the government's Consultation Principles: Guidance (2018), which provides guidance on how consultations should be undertaken. We seek to implement these methods and approaches in the most proficient way to obtain outcomes that reflect the way in which we consult on planning matters, discussed throughout the SCI.</p> <p>3. We are satisfied with the level of detail the draft revised SCI provides, in referring to all the relevant Planning Legislation, Regulations, National Planning Policy Guidance and internal practices.</p> <p>4. We will intend to undertake Duty to Co-operate on a continuous basis regarding strategic cross borough issues, matters regarding Metropolitan Open Land, open space, recreational spaces, important playing fields and sports pitches, would be discussed as according.</p>
2.	TfL	N/a	No comments	No action required
4.	Hertfordshire County Council	N/a	No comments	No action required

5.	Savills on behalf of Thames Water Utilities	Para 3.6	<p>1. The respondent requests that on Planning Applications, that Thames Water is consulted on major planning applications. Thames Water consider the adequacy of infrastructure can be a material consideration in deciding whether permission should be granted.</p> <p>Thames Water support the reference at paragraph 3.6 to drainage and water systems infrastructure as material considerations.</p>	<p>1. It is noted that Thames Water requests to be part of our consultation stakeholder list. Thames Water is already listed as stakeholder consultee for major planning application and other planning application types.</p>
6.	Environment Agency	<p>Section 2.4.3</p> <p>Section 3.9</p>	<p>1. The respondent noted a few terms/wordings are ambiguous within the document. For example, the text reads 'we will consult widely' and does not make specific reference to the appropriate stakeholders. Same comment again in Section 2.4.3. The statement should contain a list of, as a minimum, statutory consultees, as an appendix to this document.</p> <p>2. As part of the production of the evidence base to support strategic plans, the respondent recommends that, documents such as Enfield Council's revised Strategic Flood Risk Assessment (SFRA) to be submitted to for review prior to submission at Regulation 19 stage. To provide the opportunity in rectifying any issues prior to submission, to avoid finding the plan unsound.</p>	<p>1. Those terms highlighted are now been changed.</p> <p>2. It is noted that a list of as a minimum, statutory consultees is needed to accompany the SCI statement, which will be included in the final document.</p> <p>3. The Enfield Council's revised Strategic Flood Risk Assessment (SFRA), will be extensively consulted with all the minimum and statutory consultees.</p>
7.	Natural England		No comment	No action required
8.	Highways England	Section 2.4.3	<p>1. The respondent requests that the Draft revised SCI includes the Highways England as a 'duty to co-operate' body or refer to us as a Statutory Consultee.</p> <p>The respondent mentions after a review they are satisfied that its policies will not materially affect the safety, reliability</p>	<p>1. It is noted that Highways England will be stated as a Statutory Consultee within the SCI statement.</p>

			and / or operation of the SRN (the tests set out in DfT C2/13 para's 9 & 10 and MHCLG NPPF para 109).	
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