



Planning and Compulsory Purchase Act 2004 (as amended)

**Town and Country Planning (Local Planning) (England)
Regulations 2012**

**The Town and Country Planning (Local Planning) (England)
(Coronavirus) (Amendment) Regulations 2020**

NOTICE OF ADOPTION OF WEST LANCASHIRE STATEMENT OF COMMUNITY INVOLVEMENT 2020

**Notice is given that West Lancashire Borough Council adopted the
West Lancashire Statement of Community Involvement on 18 September 2020**

The West Lancashire Statement of Community Involvement 2020 (including the Addendum to the West Lancashire Statement of Community Involvement 2020) supersedes and revokes the West Lancashire Statement of Community Involvement June 2016.

- Title of Document:** West Lancashire Statement of Community Involvement 2020 (including Addendum)
- Subject Matter:** The Statement of Community Involvement (SCI) sets out how the local planning authority will consult with the community, businesses, stakeholders and other organisations about the development of their area, and explains how people can engage with the planning system.
- Area covered by Document:** The SCI applies to the whole of West Lancashire.
- Adoption Date:** 18 September 2020
- Modifications to SCI:** See Appendix below for a schedule of changes made to the draft SCI following consultation undertaken February – May 2020.
The SCI Addendum has been prepared in the light of COVID19 and its effects.
- Availability of Documents:** The West Lancashire SCI and this Adoption Statement are available by following the link from: www.westlancs.gov.uk/planningpolicy.
(Regulation 35 (as amended by The Town and Country Planning (Local Planning) (England) (Coronavirus) (Amendment) Regulations 2020))
- Further information:** Further information or advice can be obtained by phoning 01695 585194 or by emailing localplan@westlancs.gov.uk

Appendix Schedule of changes made to the West Lancashire SCI following public consultation undertaken February – May 2020

Additional inserted text is shown in blue and underlined. Deleted text is shown in ~~blue~~ and ~~struck through~~. Changes have been made either as a result of representations received on the SCI during the public consultation exercise, or in order to improve the clarity of the document. An Addendum to the SCI has also been prepared; the text of the Addendum is not listed below.

Page	Change(s) to text	Reason for change
Front Cover	Draft West Lancashire Statement of Community Involvement ¶ <u>September</u> 2020	To reflect updated document.
Contents page	Renumber paragraphs in Chapter 1 from 1.1, 1.2, etc. to 1.0.1, 1.0.2 etc.	For consistency with paragraph numbering in other chapters of the SCI.
After contents page	Add in paragraph about the Addendum to the SCI as follows: <u>Addendum</u> <u>The Addendum to the West Lancashire SCI 2020 has been prepared in the light of COVID-19 and its associated restrictions on public life. It reflects [temporary or otherwise] changes to legislation and national planning practice guidance, and will apply for a temporary period whilst the COVID-19 related restrictions and changes are in place. As such, the provisions of the 2020 SCI Addendum take precedence over the provisions of the 2020 SCI during the temporary period that the Addendum is in force.</u>	To highlight the existence and purpose of the SCI Addendum.
2	1.0.4: Remove exclamation mark from end of the first sentence of the second paragraph.	The use of an exclamation mark rather than a full stop was considered unhelpful.
2	1.0.4: Amend second and third sentences of second paragraph as follows: Part of the Council's role is to balance competing interests and <u>whilst it is accepted that the Council's its final decisions on planning matters will directly affect people's lives, it will inevitably disappoint some stakeholders.</u> should also be remembered that feedback from public consultation is just one of several factors that the Council takes into account when making its decisions. <u>Sometimes decisions may be made contrary to the views of people who have responded to consultation because other factors weigh more heavily in the overall planning balance.</u>	To add clarity to the paragraph and acknowledge the effect of planning decisions on individuals.
2	1.0.4: Add final sentence to second paragraph as follows: <u>It is the purpose of officers' reports on planning applications, and the 'evidence base' that backs up planning policy documents, to set out how planning decisions (or recommendations) have been arrived at, taking into account relevant planning-related points made, including those received during consultation.</u>	To further highlight that relevant comments received in consultation are taken into account when planning decisions are made.

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5	2.0.2: Amend web link to: https://www.westlincs.gov.uk/planning/planning-policy/the-local-plan/the-local-plan-2038.aspx	To replace a link that was removed earlier in 2020 and which no longer works.
7	Table 2.1: Stage 2 (Scoping), Stage 3 (Issues and Options), Stage 4 (Preferred Options) – replace, 'comments received will inform the preparation of the next stage' with ' comments received will be taken into account in preparing the DPD. '	For clarity; there may be confusion over what is 'the next stage' as not all of the stages listed in Table 2.1 may be consulted upon. The revised wording more closely reflects the Town and Country Planning (Local Planning) (England) Regulations 2012.
7	Table 2.1: Stage 4 (Preferred Options) – amend final two columns to read: Optional (as above)	To add clarity.
7	Footnote 6: add ' at the Publication stage ' to the end.	To add clarity.
8	2.1.2: Amend final sentence of first paragraph to read: We normally consult on the SA/ SEA alongside the DPD at each significant stage (i.e. Regulation 18, Regulation 19) of the DPD's preparation.	To add clarity.
9	Table 2.2: For the 'Press Release' line, in each of the four columns (Stage of preparation of DPD), change 'Optional' to ' ✓ '	To commit to preparing a press release at each stage of a Local Plan / DPD preparation.
9	2.1.4: Amend paragraph to read: Following public consultation on emerging DPDs , the Council may will prepare a Feedback Report (or Consultation Statement), summarising the issues and main points raised through the representations, It may also set out how the Council has responded to the m points raised , and what has been changed in the DPD as a result of the comments. This The Feedback Report will be shared with Members to inform their decisions on the next stage of the DPD's preparation, and may be published on the Council's website. The Council is not bound to respond to each individual submission / representation to consultation on DPDs.	To commit to preparing a Feedback Report following public consultation on emerging DPDs.
9	Footnote 7: Amend to read: i.e. if consultation is undertaken, it is optional to publicise on the website. undertaking consultation is optional; if undertaken, it will be published on the Council's website.	To improve clarity.
13	Section 2.3, third paragraph, first sentence: Add 'usually' to read: Due to the localised nature of most development briefs, extensive consultation is not usually considered to be appropriate.	To reflect that there may be times that extensive consultation is appropriate for a development brief, e.g. for a site of Borough-wide importance.

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13	Table 2.5, Stage 1: Change 'No' to 'Optional' in columns 5 and 6.	To allow for flexibility: 'No' precludes officers from consulting ever, whereas 'Optional' allows for consultation where necessary / relevant.
14	Table 2.6, 'Leaflets' row: Change 'No' to 'Optional' in columns 2, 3, 4 and 5.	To allow for flexibility: 'No' precludes officers from consulting ever, whereas 'Optional' allows for consultation where necessary / relevant.
15	2.4: Amend heading to: Methods for pPublicity and Consultation	To distinguish between the overall section title and the title of sub-section 2.4.1
15	2.4.1: First sentence: Add link to footnote; footnote to read: ¹¹ Please see Addendum to 2020 SCI for temporary amendments to these methods for publicity and consultation, to apply whilst restrictions on public movement / meeting, etc. are in place.	To advise that these methods may temporarily be changed in the light of the provisions of the 2020 SCI Addendum.
16	2.4.1: Fifth bullet point: Change to: <ul style="list-style-type: none"> • Neighbour letters. Letters may be sent to properties neighbouring (immediately adjacent to¹²) a development... And add footnote to read: ¹² e.g. sharing a boundary, and / or across a footpath or road, and / or on the access to the site	To improve clarity
17	2.4.1: 'First' paragraph (p17), final sentence: Amend to: Where demand is high and events are over-subscribed, the Council may seek to arrange additional events where reasonably feasible .	This phrase is not considered necessary in the light of the qualification provided by the word 'may' earlier in the sentence.
23	3.2.1: Second paragraph, first sentence: Amend to: Annual CIL Funding Programmes will therefore focus on smaller scale projects requiring £100,000 of CIL funding or less, and limit expenditure of CIL on those projects to £1200,000 each year consider how we spend some of our CIL monies on 'small' schemes. Each year we will allocate up to £200,000 of CIL monies to smaller scale projects that individually require £100,000 of CIL funding or less.	To reflect changes to CIL procedure for West Lancashire Borough Council and to improve clarity.
23	3.2.1: Third paragraph: Amend to: In any year where the £4 200,000 cap is not reached, the remaining balance will be moved into the larger-scale schemes fund.	To reflect changes to CIL procedure for West Lancashire Borough Council.

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23	3.2.1: Publicity and consultation: Add in third method, as follows: <ul style="list-style-type: none"> - Dedicated pages on the Council's website (www.westlancs.gov.uk/cfp) - Press advert in the free press (Champion paper, or equivalent) - The Council's social media - Mail-out to those registered for electronic and paper updates on consultations - Placing all materials on deposit at West Lancashire Council Offices and libraries 	To commit to the use of social media in CIL-related consultations.
26	4.0: Add final sentence to paragraph: This also includes matters of enforcement where there has been a breach of planning rules (public consultation is not carried out on enforcement matters).	To refer to enforcement, but to advise that consultation on enforcement matters is not carried out.
27	4.2: Add final sentence to first paragraph: In some cases, for example in conservation areas, the Council may remove permitted development rights. This is done through a legal tool called an Article 4 Direction.	To highlight that permitted development rights may sometimes be removed.
29	4.3.3: Amend second sentence of first paragraph: However many of these external agencies offer their own direct pre-application advice service e.g. Lancashire County Council as highway authority, Highways England¹⁶ , the Canal & River Trust , the Environment Agency and Merseyside Environmental Advisory Service. Add footnote (referenced from 'Highways England') as follows: ¹⁶ Highways England advises applicants to view their document, 'The Strategic Road Network: Planning for the Future – a guide to working with Highways England on planning matters', available online.	To add reference to relevant statutory consultees who offer a pre-application advice service.
29	4.3.3: Final paragraph: Add footnote after 'discussing proposals with neighbours who may be affected by the development ¹⁸ ' to read: ¹⁸ 'Neighbours' can include a neighbouring Council for certain types or sizes of development where the proposed site is adjacent or close to the authority boundary.	To confirm that neighbouring authorities may sometimes be consulted on pre-application proposals.
30	4.4.1: Second bullet point: Canal and & River Trust	To correct a typographical error.

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33	<p>Table 4.1: Add final row to cover 'Permission in Principle' as follows:</p> <table border="1" data-bbox="322 300 1509 638"> <tr> <td data-bbox="322 300 521 638">Permission in Principle</td> <td data-bbox="521 300 1115 638"> <p>This is an alternative way of obtaining planning permission for housing-led development. It has two stages:</p> <p>(1) 'Permission in principle stage' - establish whether a site is suitable in-principle; and</p> <p>(2) 'technical details consent' – assessment of the detailed development proposals are assessed.</p> </td> <td data-bbox="1115 300 1509 638"> <p>Stage (1)</p> <p>Post site notice;</p> <p>Consult relevant statutory and non-statutory consultees;</p> <p>Publish on weekly list.</p> <p>Stage (2)</p> <p>All of the above plus notify neighbours and include on the Parish Council public notice.</p> </td> </tr> </table>	Permission in Principle	<p>This is an alternative way of obtaining planning permission for housing-led development. It has two stages:</p> <p>(1) 'Permission in principle stage' - establish whether a site is suitable in-principle; and</p> <p>(2) 'technical details consent' – assessment of the detailed development proposals are assessed.</p>	<p>Stage (1)</p> <p>Post site notice;</p> <p>Consult relevant statutory and non-statutory consultees;</p> <p>Publish on weekly list.</p> <p>Stage (2)</p> <p>All of the above plus notify neighbours and include on the Parish Council public notice.</p>	In order that the Table cover Permission in Principle.
Permission in Principle	<p>This is an alternative way of obtaining planning permission for housing-led development. It has two stages:</p> <p>(1) 'Permission in principle stage' - establish whether a site is suitable in-principle; and</p> <p>(2) 'technical details consent' – assessment of the detailed development proposals are assessed.</p>	<p>Stage (1)</p> <p>Post site notice;</p> <p>Consult relevant statutory and non-statutory consultees;</p> <p>Publish on weekly list.</p> <p>Stage (2)</p> <p>All of the above plus notify neighbours and include on the Parish Council public notice.</p>			
34 (was 33)	<p>Amend paragraph following Table 4.1 to read:</p> <p>The types of application listed in Table 4.1 above are not intended to be exhaustive. There may be other types of planning related development for which planning permission or prior approval may be obtained and which may require consultation in line with government Regulations. In such scenarios the Council will meet and aim to exceed the minimum requirements for consultation, as set out by the relevant government Regulations.</p>	To add clarity.			
36	<p>4.4.6: Penultimate paragraph:</p> <p>Add footnote to final sentence as follows:</p> <p>Each speaker has no more than three minutes²⁰.</p> <p>²⁰ A service review of the Development Management section is to take place after the adoption of this 2020 SCI. The Service Review will cover the matter of public speaking at Planning Committee, including who can speak, how long for, and in what order speakers appear.</p>	Several objectors expressed concerns about opportunities to address Planning Committee. These concerns will be considered in a forthcoming review of the Council's development management function. This change advises of this fact.			
39	<p>5.4: Amend paragraph to read:</p> <p>Hedge works do not require any permissions other than those relating to The Hedgerow Regulations 1997. Under the Hedgerow Regulations 1997 these Regulations, the LPA is required to consult the local Parish Council upon receipt of a 'Hedgerow Removal Notice'. The time given for a response is a minimum of 42 days.</p>	To advise about works to hedges.			

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39	5.5: Final sentence: Change 'English Heritage' to ' Historic England '.	This organisation has changed name.
44	7.3: Add final sentence as follows: The Local Government (Access to Information) Act 1985 sets out what local authority information should be available to the public, how it can be obtained, and the rights of the public with regard to witnessing Council meetings.	To add clarity.
46	Appendix B: Amend title as follows: Appendix B: Specific Consultation Bodies (Local Plans) Bullet point 13: Amend to: <ul style="list-style-type: none"> • Homes and Communities Agency England 	To add clarity and to reflect the organisation's name change.
47	Appendix C: <ul style="list-style-type: none"> • CPRE (formerly 'Campaign to Protect Rural England') 	To reflect the organisation's name change.