

**Copy of report as considered at the meeting of Planning Policy Working Group on 14 December 2017:**

**Committee:** Planning Policy Working Group **Date:** 14 December 2017  
**Title:** Statement of Community Involvement – report of Consultation  
**Report Author:** Sarah Nicholas, Senior Planning Officer, 01799 510454 **Item for decision:** No

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**Summary**

1. The appended report sets out the representations received, officer comments and recommendations following the consultation on the Statement of Community Involvement.

**Recommendations**

2. To recommend to Cabinet that the Statement of Community Involvement be adopted subject to the changes as set out in the Report of Representations.

**Financial Implications**

3. None

**Background Papers**

4. The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report.

Representations made on the Statement of Community Involvement

**Impact**

- 5.

Communication/Consultation	The SCI was subject to a 6 week consultation period
Community Safety	N/A
Equalities	The SCI makes sure that the methods of consultation used are such that all groups can be involved in consultation processes.
Health and Safety	N/A

Human Rights/Legal Implications	N/A
Sustainability	N/A
Ward-specific impacts	ALL
Workforce/Workplace	N/A

## Situation

6. The Statement of Community involvement sets out the Council's approach to public consultation and involvement in the preparation of the Local Plan, other development plan documents and in the determination of planning applications.
7. The consultation took place between 2 October 2017 until 10 November 2017
8. Appendix 1 sets out the representations received and officer comments and recommendations. Appendix 2 is the amended Statement showing new text underlined and text to be deleted is shown struck through.

## Risk Analysis

9.

Risk	Likelihood	Impact	Mitigating actions
If the Council does not have an up-to-date SCI and has not carried out consultation in accordance with the regulations and the Statement of Community Involvement the Local Plan could be found unsound at examination.	1 - Low	Delays in adopting the Local Plan	Making sure that the SCI is up to date and in accordance with the relevant regulations.

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.

## **Introduction**

The Statement of Community Involvement (SCI) sets out the Council's approach to public consultation and involvement in the preparation of the Local Plan, other development plan documents and in the determination of planning applications.

The Statement of Community Involvement went out on public consultation from the 2<sup>nd</sup> October 2017 until 10 November 2017. This report sets out the representations received, Officer comment and recommendations and recommendations.

## **Consultation Responses**

In total thirteen representations were received from the following organisations:

- Canal & River Trust
- Chelmsford City Council
- CLH Pipeline Systems Ltd
- Elsenham Parish Council
- Essex Fire & Rescue Service
- Great Chesterford Parish Council
- Hinxton Parish Council
- Highways England
- Hertfordshire County Council Property (Development Services)
- Historic England
- Natural England
- Saffron Walden Town Council
- Thaxted Society

And two representations received from individuals:

- Dr Graham Mott
- Margaret Shaw

## **General Comments**

Chelmsford City Council

Considers that the draft is clear and comprehensive.

The Canal & River Trust

Own and manage the River Stort south of Hockerill Bridge, Hockerill Street, which falls outside of Uttlesford District Council. We therefore would only likely need to be involved in consultation from the Borough if the proposals were so significant that they may impact on the River Stort in this area.

Historic England

Support the general aims and approach to the draft Statement of Community Involvement.

Would find it helpful to receive hard copies of consultation letters, although email is also acceptable.

CLH Pipeline Systems Ltd

Attached a plan of their clients apparatus and asked to be contacted if any works are in the vicinity of the CLH-PS pipeline or to use the online enquiry service.

Hertfordshire County Council Property (Development Services) on behalf of the County Council's services

Have no comment to make on the Statement of Community Involvement (2017) consultation document. However, HCC Property would like to be consulted on all emerging documents.

Hinxton Parish Council

Thank UDC for involving them in the consultation process. They appreciate that, since being a close neighbour means that any decisions Uttlesford District Council make, can be very important to them.

Highways England

Thank Uttlesford for consulting them on the SCI. The following (SCI) has little impact upon the strategic road network so we therefore offer no objection in this case.

Essex County Fire & Rescue Service

Acknowledged receipt of the consultation but made no comments.

Natural England

Thank Uttlesford for consulting them.

They are supportive of the principle of meaningful and early engagement of the general community, community organisations and statutory bodies in local planning matters, both in terms of shaping policy and participating in the process of determining applications. They are unable to comment, in detail, on individual Statement of Community Involvement.

Officer comment and recommendation

These organisations are thanked for their support.

**General comments (continued)**

Elsenham Parish Council

trusts that this consultation will itself be summarised and that it will be shown how issues have been addressed.

Officer comment and recommendation

This report, as with previous reports on SCI consultations, will be presented to Planning Policy Working Group and Cabinet for approval.

Saffron Walden Town Council

The statement of community involvement should be customised to meet the individual needs and concerns of local communities and that “one size does not fit all”; the statement therefore requires amending to reflect the discreet and different needs and wants of individual communities.

Officer comment and recommendation

It is not practical or appropriate to produce individual SCI. The engagement methods shown in Table 5 include a variety of methods which can be used as appropriate to the planning policy document, stage of consultation and community.

Great Chesterford Parish Council

A Glossary of Terms would be useful.

would like to see the stages if a plan is found unsound.

Also note that some authorities include a statement around trying to avoid school holiday times for consultation but if they can't be avoided then an extension to the consultation period will be provided.

questions whether there should be a full/separate section on the Sustainability Appraisal included in the Statement of Community Involvement.

questions whether there should be an explanation of 'soundness,' a section on village design statements, conservation area appraisals, parish plans, Article 4 Directions, masterplanning, local transport plan. Also there should be a section on ways to make comments, the ability of Cllrs to call in planning applications.

Comments that the structure is 'harsh' and talks about the local plan before it says who will be engaged. Questions Uttlesford Futures and when they last met. When holding a Public Exhibition the space must be of an appropriate size with sufficient Officers/staff present to answer questions in a timely manner.

#### Officer comment and recommendation

Agree to include glossary of terms.

Table 2 sets out the obligatory stages of the process and it is not necessary to include stages if a plan is found unsound. The procedure after withdrawal will depend on the reasons behind the withdrawal but will be in accordance with the preceding regulations.

Agree to include text in the section of 'Engagement methods on planning policy documents *'every effort will be made to undertake consultation outside August and the end of the year holiday period. However, where this is unavoidable, due to the need to make progress on development plan preparation, we will seek to ensure that a reasonable part of the consultation period extends beyond these holiday periods.'*

Include reference to Sustainability Appraisal at paragraph 5.4 and in the glossary

5a Include tests of soundness in the glossary

5b Add reference to other community led plans, conservation area appraisals and article 4 directions after paragraph 5.7.

Local Transport Plans are produced by Essex County Council. Any transport studies are technical documents forming part of the evidence base and are not

subject to consultation in their own right. Should the Council require masterplans for the Garden Communities and other large strategic sites they are likely to be prepared as DPDs or SPD and will follow the consultation stages set out in this document.

5c Include text in the section 'Feeding information into decision' on how comments can be made – by letter, email or if the document is published on the portal through consultation portal; that comments cannot be anonymous, that the comments will be published with names and organisation but no other personal details.

5d Uttlesford Futures (which is the name for Uttlesford's Local Strategic Partnership has a strategy for the period 2008 – 2018. Details are available on the website at [www.uttlesford.gov.uk/uttlesfordfutures](http://www.uttlesford.gov.uk/uttlesfordfutures). Uttlesford Futures is included in the Glossary.

5e Include text in the section 'Engagement methods on planning policy documents' that Local Exhibitions will be held in locations relevant to the subject of consultations, in accessible buildings. The council will work with the premises providers in identifying suitable rooms.

Staffing levels will be dependent upon resources.

5f It is considered that the structure of the documents read well. The groups of organisations the council will work with are set out early in the document in Section 3.

#### Thaxted Society

overall there is a repeated use of language that is pro development. Whilst we understand that UDC has a duty to be supportive of *sustainable development*, with regard to pre application, p21 6.2, there is only one suggestion that your officers '**can advise on the general acceptability of proposals**', without making clear that this advice may equally be that of unacceptability.

In broad terms therefore there remains at UDC a propensity to favour development, which is a recognised pressure, however such language and detail simply reinforces a single view and takes no care of the fundamentals of SCI and how its form may either frustrate or empower.

We remain committed to working with both officers and Councilors at UDC and are grateful for the opportunity to consult hereto.

Officer comment and recommendation

The Council's approach to planning applications and decision taking is in line with the National Planning Policy Framework which states that '*Local planning authorities should look for solutions rather than problems and decision-takers at every level should seek to approve applications for sustainable development where possible. Local planning authorities should work proactively with applicants to secure developments that improve the economic, social and environmental conditions of the area*'.

Margaret Shaw

Stansted has been misspelt in 5.6 and Table 4.

Unfortunately this seems to be a severely watered down version of the current document.

Some of the important principles p21-23 of the current document have disappeared.

This is almost a non-document, and apart from informing PC's and neighbours about planning applications, says very little about taking their views into account.

Officer comment and recommendation

1 Misspellings will be corrected.

2/3 The Council has made a decision to streamline the document

4 Committee or delegated reports identify the issues to be considered taking reference from planning policy, the issues raised in the representations and consultations. The report then discusses each issue in turn. Although the Appraisal does not specifically refer back to the individual representations, it does deal with the issues raised. Additional text is provided in the section on 'Determining Planning Applications' on how reports are set out.

Dr Graham Mott



This consultation has not been well advertised. It appeared for a few days as one of the four featured links presented on logging into your website. You do not encourage involvement in your Statement of Community Involvement. One of the conclusions must be that you need to advertise consultations more effectively. You now need to make clear where and when the results of the consultation will be found. All of the responses need to be available somewhere, and it needs to be clear where that somewhere might be.

Obviously you also need to make clear how you have responded to the various responses and what action you will be taking and when you will be taking it.

The website needs tidying up.

You have a long way to go before you can be said to engage with the public satisfactorily. You really need at all times to attempt to take the community with you, and to make matters as clear as possible.

Recent Regulation 18 Draft Local Plan consultation. Need to explain acronyms and show the workings and give references.

You need to see community involvement as an opportunity for genuine involvements and improvements. The extent of the change is enormous.

#### Officer comment and recommendation

Comment noted

Additional text can be provided in the section 'Feeding information into decisions' on comments being made available to view on the consultation portal. This section already mentions consultation statements and that all documents are available on the website and at the council offices. Website address change over time so it is not appropriate to provide links.

See point 2 above

The website makes available a vast amount of information on all aspects of the Council and the District of Uttlesford. The council is continually seeking to ensure the website can be used easily.

Comment noted. The SCI is the document which sets out how the council will engage.

These issues were raised in response to the recent consultation and will be responded to in the future report of representations.

Comment noted. The SCI is the document which sets out how the council will engage.

### **Section 1: Introduction**

Great Chesterford Parish Council

suggests that an explanation of the two tier planning system would be helpful.

Thaxted Society

the introduction at 1.1 make clear that **planning shapes the places where people**, this is misleading as it ignores previous development without planning and most importantly history and legacy which contribute to places etc as well as having an impact upon current planning.

#### Officer comment and recommendations

Agree to include text in the introduction on the national and local context in which planning decisions are made.

It is not considered that the phrase 'planning shapes the places where people...' is misleading. Planning considers proposed development and shapes places in the context of the existing character of a location. This is evidenced by policies on protecting listed buildings, conservation areas, open space etc.

### **Section 2: Overview of the area**

Great Chesterford Parish Council

think the heading is misleading as the section is nothing to do with the overview of the area.

#### Officer comment and recommendations

Agree – amend title to 'What's it all about?'

### **Section 4: Principles of Engagement**

Elsenham Parish Council

would like to have an additional comment added: *Undertaking meaningful consultation, after applications for developments are approved.*

Thaxted Society

At 4.3, item four reads **Establishing a sense of etc** again this makes the presumption that such a sense of identity might not a) already exist and b) continue to emerge as a result of legacy. **Recognising** might be a better word here.

Officer comment and recommendation

Agree to additional bullet point saying 'Continued engagement with community and stakeholders after the decision has been made including S106 issues

Amend text at 4.3 to read 'Recognising and enhancing the sense of identity of the local are, ...'

Dr Graham Mott

In order to show how far short you are falling of your objections, I will consider in turn each of the bullet points at Section 4.3, key principles of engagement:

*Engaging the community and stakeholders in the early stages of plan-making*

As far as I am aware, Planning do not take action in order to meet this objective.

There is then some reference to a planning application and an exhibition.

*Encouraging pre-application advice, by advising applicants to discuss future development proposals prior to submitting a planning application.*

An example is given about a newsletter which was circulated had how it doesn't give the option to respond by email or on-line. In addition nothing about the responses were added to the application.

*Undertaking meaningful consultation, before applications for major development are submitted.*

In practice this does not happen. Indeed it is difficult to say how it could happen, given the propensity for the outline planning application on many projects to be submitted by one developer with the agreement then being sold on to another undertaking which submits the detailed application. There is then an example of a planning application and undertakings. If you do not propose any particular action, then clearly this objective is meaningless and should be deleted.

*Reaching out to those whose voices are seldom heard, being inclusive, fair and representative in the plan-making process.*

How exactly do you intend to meet this objective? There is then some examples of planning applications. Before referring to Table 5 which is plan-making consultation and not planning application consultations. There is then a suggestion that each developer or agent, visit each property which may be affected in the area; talk through the proposal and then show how they intend to address any issues arising.

*Empowering communities through supporting localism, supporting neighbourhood planning and other community-related planning activities.*

I cannot find that anything has been done which might satisfy this objective in Elsenham. There is no neighbourhood planning. There is no planning. All that you do is to consider proposals lodged against a limited set of policies. As I understand it, it is one of your principles that the question of whether there could be a better use of the site is never considered.

*Providing the opportunity for feedback, the Council will consider all comments received through consultations on policies and make appropriate changes accordingly.*

This is frankly misleading on a level which might arouse pride in a copy-writer for a potential developer intent on showing that his proposals will have not undesired effect on the local community. In the period since the start of 2012 I have written by my count 77 representations to consultations concerning proposals affecting Elsenham. I would be hard put to show that any of these have had the slightest effect; indeed, I believe that you would be hard put to it to show that any have had the slightest effect, much less that you have made any changes as a consequence. The response to consultations relating to planning applications are then summarised but rarely appear to be taken into consideration. Clear guidance on what can or cant be considered should be made available. The present system is all too cosy for you. You invite the public to make representations` but you do not advertise how those representations will be assessed. Then you apply very strict criteria to them, and rule most of them out as irrelevant. At least, I think that's what you do, since the process is far from transparent.

*Ensuring consultation is worthwhile and achieves value for money by balancing cost, time constraints and available Council resources.*

It is vital that there should be meaningful and ongoing consultation after an application has received detailed approval.

#### Officer comment and recommendations

This bullet point refers to plan-making and not planning applications. The SCI sets out how people can be kept informed of the Local Plan process and the range of methods of engagement the Council will use to consult.

This bullet point is aimed at applicants.

Paragraph 6.3 encourages applicants to engage with the community. The Council cannot insist on pre-application engagement. There are examples of developers holding exhibitions prior to submitting an application.

The Council aims to reach groups who do not engage with the formal council business of committee meetings through site notices and individual letters in relation to planning applications. In relation to the Local Plan through the methods listed in Table 5.

The initiative for community led plans must come from the community. The council supports such groups through financial assistance for Neighbourhood Plans, advice and guidance from planning officers, Rural Community Council for Essex and the Council employs a consultancy who provide face to face guidance and assistance to Neighbourhood Plan groups.

The Council considers all comments received. Planning committee reports considers in turn each of the planning considerations. The Council has to make its decisions based on national and local planning policy. Text setting out the national and local planning context will be added to the Introduction of the SCI. Agree to additional bullet point saying 'Continued engagement with community and stakeholders after the decision has been made including S106 issues

### **Neighbourhood Plans**

#### Historic England

would welcome notification of proposed neighbourhood planning areas, as well as consultation on draft plans. In addition they would welcome consultation at an informal level, in addition to the requirements of the legislation, where issues may benefit from their early involvement.

### Officer comment and recommendations

Officers will work with Neighbourhood Plan groups encouraging them to consult with Historic England at an early stage in the process.

### **Paragraph 5.13 Key Stakeholders**

Historic England

welcome the acknowledgement that they are listed as a Statutory stakeholder.

Great Chesterford Parish Council

note that the water to Great Chesterford is provided by Affinity Water and they are not listed. Also question as to whether the relevant gas and electricity providers should be listed.

Margaret Shaw

The detailed list of consultees that are in the current document – page 25.4 have been replaced by the generalised list 5.13. It will be all too easy not to keep the list current.

### Officer comment and recommendations

Amend list to refer to Waste Water undertakers, water undertakes; Homes and Communities Agency and Greater London Authority. There are numerous gas and electricity suppliers but the provision of the network is National Grid and UK Power Network listed.

### **Table 2**

Great Chesterford Parish Council

Questions whether the Regulation 25 is the correct legislation for adoption.

### Officer comment and recommendation

Agree that the table needs to be amended to refer to Adoption (regulation 26)

### **Paragraph 5.14 Duty to Co-operate**

Chelmsford City Council

notes the recognition for early and meaningful engagement and collaboration with neighbouring authorities as outlined in the NPPF. It also supports the principle of engagement as set out in the SCI with reference to the duty to co-operate set out in a later section.

will continue to actively engage with Uttlesford District Council on each other's respective Local Plans.

Officer comment and recommendations

Noted

**Section 6 – Planning Applications**

Saffron Walden Town Council

To note that the document fails to address why decisions are reached which are contrary to objections or representations submitted by the local community (including residents and town/parish councils).

That where a Town or Parish Council objects to an application which is subsequently approved by UDC (either at officer or Committee level), UDC should be obliged to provide reasons to the Town / Parish Council as to why their objections were not considered grounds for planning refusal.

That Town and Parish Councils should be provided the opportunity to “call in” planning applications to the UDC Planning Committee. Where a Town and Parish Council wishes the application to be determined by UDC Planning Committee (rather than under delegated Officer powers), the application should be determined by Committee as requested; Town and Parish Councils should be empowered to make this request rather than the current system which requires that an application is “called in” by a UDC District Councillor for the ward.

Officer comment and recommendation

Committee or delegated reports identify the issues to be considered taking reference from planning policy, the issues raised in the representations and consultations. The report then discusses each issue in turn. Although the

Appraisal does not specifically refer back to the individual representations, it does deal with the issues raised. Additional text is provided in the section on 'Determining Planning Applications' on how reports are set out.

It is considered that the existing system works well. Town and Parish Councils can ask their ward member to call an application in for determination at committee.

Elsenham Parish Council (EPC)

Table 6, page 22 In the 'Publicity required' column, the first three rows do not include 'neighbour notification', and the last four rows include 'site notice or neighbour notification.' EPC suggest that the provisions concerning neighbour notification are totally inadequate, since on a strict interpretation there would be no necessity for any such notifications to be given under any circumstances. All the row should be amended to show 'site notice' and neighbour notifications' as separate bullets.

Notification to neighbouring parishes – para 6.5. EPC would like to stipulate that applications in named adjacent parishes must always be notified. If such a provision is in place.

would like to see greater transparency for the criteria which determine whether planning applications are delegated to officers. If the Council is able to exercise discretion, then any guidance should be stated. At the very least, a reference should be given to the vaguely indicated 'Planning legislation.'

Feeding into decisions. There is a section under section 5 around feeding into decisions but there isn't one under section 6. EPC believes there is a clear lacuna in the planning application process. Officers' reports summarise representations from the Parish Council and interested individuals, and typically it is stated that the issues raised will be addressed later in the appraisal section. It is often very difficult, however, to determine that points raised have received a due appraisal. Therefore, EPC are of the view that the procedure within section 5 should be repeated on a smaller scale within section 6. EPC have suggested the following wording:



**Consultation Statement:** *The Council will produce a Consultation Statement which will summarise the main issues raised as a result of consultation on planning applications and show how these have been addressed.*

– Notification of decisions – suggest that an addition should be made to section 6.11, after the first sentence, as follows:

*Notification of the decision will also be sent to the Parish Council and to those members of the public who have made representations.*

Following approval. The Parish Council state concerns that they are not involved in s106 negotiations and only made aware of them only after the s106 agreement had been signed. In some cases the provisions are not what is needed in Elsenham. The Parish Council would like to add a new sub-paragraph:

*Discussions will be held to include planning officers, representatives of the successful applicants and representation of the Parish Council. The agenda for these discussions will include the provisions of the Section 106 agreement and any issues which might arise as to the integration of infrastructure, amenities and detailed design within the parish.*

#### Officer comment and recommendation

Make it clearer in paragraph 6.4 that all applications will be publicised through a neighbour notification letter, unless the site does not have neighbouring properties when a site notice is more appropriate. Table 6 sets out those circumstances when a site notice or notice in the paper is required in addition to the neighbour notification letter.

It is considered that the existing provision of notifying neighbouring parish councils is adequate. The planning officer will make a judgement as to whether neighbouring parish or town councils need to be consulted.

A link will be provided in the section on 'Determining Planning Applications' to the scheme of delegation on the website. Officers have discretion to take a decision out of delegation to committee but not the opposite.

Planning policy and Development Management are different processes and Development Management cannot be made comparable to Planning Policy in responding to representations. Committee or delegated reports identify the issues to be considered taking reference from planning policy, the issues raised in the representations and consultations. The report then discusses each issue in turn. Although the Appraisal does not specifically refer back to the individual representations, it does deal with the issues raised. Additional text is provided in the section on 'Determining Planning Applications' on how reports are set out.

The Council already notifies those people who made representations of the decision of an application. Parish Councils, their Councillors and individuals are being encouraged to register to use Public Access to receive email alerts on planning applications of interest to them. The text will be amended to make reference to this.

Include text under 'Application Stage' that when required, prior to submission or during determination of an application, discussions will be held between planning officers, and applicants and representative of the parish council to discuss S106 matters.

Margaret Shaw

Table 7 Revised plans. This is the root of a lot of problems – last minute changes to plans just before the planning committee meets – without appropriate notification of interested parties.

Section 6.9 Committee reports. Developers are wise to this and submitting changes after committee reports are prepared. There have been numerous cases where this has occurred and the changes are not circulated in a timely manner to interested parties. In view of this it should be stated that any changes that are submitted that do not allow 21 days for consultation will not be considered by the officers or planning committee until 21 days has passed.

Section 106. There is no mention of Section 106 agreement or the Community Infrastructure Levy (although it was mentioned in the current SCI May 2016). Surely that this is a key area that should be included.

It should be stated in this revised document that Parish/Town Councils, as the key stakeholder and the relevant District Councillor(s) should be formally involved in deciding the detail that should be included in any Section 106 agreement. This should not just be an agreement decided by officers in collusion (sorry discussion) with the developer.

There is a whole additional section required relating to post approval actions. Monitoring of the sites/monitoring of s106 requirements and responding in a timely manner to requests from Parish/Town Councils for intervention.

#### Officer comment and recommendation

When revised plans are received they will be dealt with as set out in Table 7. If revised plans proposing significant changes are submitted after the Planning Committee Agenda has been published that need consultation officers will seek approval from the Chair to withdraw the item from the agenda to allow for additional consultation.

Additional text to Table 7 on Revised Plans saying - If an application is already on a committee agenda it may be withdrawn from the agenda to allow for further consultation.

Include additional text in the section on 'Determining planning applications' that 'any conditions and Heads of Terms for the Section 106 obligation are included in the committee report of approval.

Agree to additional bullet point at 4.3 saying 'Continued engagement with community and stakeholders after the decision has been made including S106 issues

Dr Graham Mott

When applications go before the Planning Committee, members of the public have the right to make representations in person. If members of Parish Councils, and members of the public, go to the trouble of addressing meetings, then the least that councillors can do is to show that they have taken on board what has been said.

Respondents addressing meetings of the Planning Committee should be invited to submit copies of their representations so that they can be attached to the minutes, as happens at the Planning Policy Working Group.

Make clear which planning applications are delegated to officers and those that are presented to committee and why.

#### Officer comment and recommendations

The Planning committee is a regulatory committee whilst the Planning Policy Working Group is advisory and reports to Cabinet. Planning committee minutes list the decisions and do not record the discussion. It is therefore not appropriate for a written account of public speakers to be attached to the minutes.

A link will be provided in the section on 'Determining Planning Applications' to the scheme of delegation on the website. Officers have discretion to take a decision out of delegation to committee but not the opposite.

### **Paragraph 6.14 – Permission in Principle**

Historic England

request that they are also listed as a statutory consultee in relation to certain types of planning applications as well as in the Brownfield Register process.

Elsenham Parish Council

was not aware of the brownfield land legislative enactment and the location of the register of brownfield land is unknown. They suggest that publicity as to the existence and whereabouts of the register should be improved.

#### Officer comment and recommendations

The Brownfield Land Regulations require local planning authorities to consult bodies including Historic England if the site falls within a prescribed category (Schedule 4 to the Town and Country Planning (Development Management Procedure) (England) Order 2015). Furthermore local planning authorities must consult any body that they would have been required to consult in relation to an application for planning permission which will include Historic England as appropriate.

The Council is preparing its Brownfield Land Register which needs to be published by 31 December 2017. A report on the Register was considered by Cabinet on 30 ~~December~~ November 2017