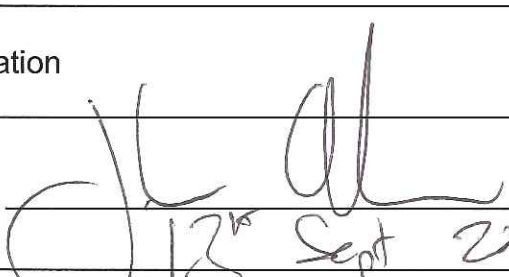




Record of an individual Cabinet member decision

Local Government Act 2000 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Decision made by	Cllr John Cotton
Key decision?	No
Date of decision (same as date form signed)	13 Sept 2016
Name and job title of officer requesting the decision	Gary Palmer Planning Policy Officer
Officer contact details	Tel: 07717 271 930 Email: gary.palmer@southandvale.gov.uk
Decision	To proceed to public consultation on the draft Statement of Community Involvement (SCI) for six weeks with a view to adoption after this period subject to any modifications.
Reasons for decision	<p>The council is required to produce a Statement of Community Involvement in accordance with Section 18 of the Planning and Compulsory Purchase Act 2004.</p> <p>The current SCI was adopted on 6 July 2006. The document is now out of date and needs to reflect changes in legislation, national policy (e.g. National Planning Policy Framework; National Planning Practice Guidance) and the council's working practices.</p> <p>The SCI will set out how the council will engage with the community on new planning policy documents and planning applications.</p> <p>The council has committed to delivering a SCI for consultation in 2016 as indicated in the current Local Development Scheme (LDS) 2016 — 2019.</p>
Alternative options rejected	The alternative option would be to continue with the existing out date SCI and not meet the commitment in our Local Development Scheme.
Legal implications	The Council is legally required, under section 18 of the Planning and Compulsory Purchase Act 2004, to produce a

	SCI to set out how we will engage with our communities who have an interest in matters relating to development in their area.			
Financial implications	There will be costs associated with the preparation and distribution of material for the consultation of this SCI. These will be met from existing budgets.			
Other implications	None.			
Background papers considered	Existing SCI June 2006.			
Declarations/conflict of interest? Declaration of other councillor/officer consulted by the Cabinet member?	No.			
List consultees		Name	Outcome	Date
	Ward councillors			
	Legal	Ian Price	No comment	08/08/16
	Finance	Paul Sheppard	If the costs can be met from existing budgets then no comment	05/08/16
	Human resources	Ruth Fisher		
	Sustainability	Heather Saunders	No comment	08/08/16
	Diversity and equality	Cheryl Reeves	Document modified	08/08/16
	Communications	Andy Roberts	No comment	08/08/16
	Head of service	ARD	Document modified	06/09/16
Confidential decision? If so, under which exempt category?	No			
Call-in waived by Scrutiny Committee chairman?	Consultation			
Cabinet member's signature To confirm the decision as set out in this notice.	Signature  Date <u>13th Sept 2016</u>			

ONCE SIGNED, THIS FORM MUST BE HANDED TO DEMOCRATIC SERVICES IMMEDIATELY

For Democratic Services office use only		
Form received	Date: 13-9-16	Time: 11:45
Date published to all councillors	Date: 13-9-16	
Call-in deadline	Date: Not applicable	Time: —

Guidance notes

1. This form must be completed by the lead officer who becomes the contact officer. The lead officer is responsible for ensuring that the head of service and the necessary internal consultees have signed it off. The lead officer must then seek the Cabinet member's agreement and signature.
2. Once satisfied with the decision, the Cabinet member must sign and date the form and return it to the lead officer who should send it to Democratic Services immediately to allow the call-in period to commence. Tel. 01235 540307 or extension 2522. Email: democratic.services@southandvale.gov.uk
3. Democratic Services will then publish the decision to the website (unless it is confidential) and send it to all councillors to commence the call-in period (five clear working days). The decision cannot be implemented until the call-in period expires. The call-in procedure can be found in the council's constitution, part 4, under the Scrutiny Committee procedure rules.
4. Before implementing the decision, the lead officer is responsible for checking with Democratic Services that the decision has not been called in.
5. If the decision has been called in, Democratic Services will notify the lead officer and decision-maker. This call-in puts the decision on hold.
6. Democratic Services will liaise with the Scrutiny Committee chairman over the date of the call-in debate. The Cabinet member will be requested to attend the Scrutiny Committee meeting to answer the committee's questions.
7. The Scrutiny Committee may:
 - refer the decision back to the Cabinet member for reconsideration or
 - refer the matter to Council with an alternative set of proposals (where the final decision rests with full Council) or
 - accept the Cabinet member's decision, in which case it can be implemented immediately.