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**Statement of Consultation for Statement of Community Involvement (SCI) -
version with amendments in response to Covid-19 or similar health or security
challenges that may arise**

September 2020

Introduction

This statement sets out comments received and the Council's response to the Surrey Heath Borough Council's consultation on the updated Statement of Community Involvement.

The Statement of Community Involvement update was first consulted on from Tuesday 5th November 2019 until Tuesday 17th December 2019.

A separate targeted consultation was undertaken in June and July 2020 regarding further minor changes to the Statement of Community Involvement that were made in response to the Covid-19 pandemic and social distancing measures. Specific and General Consultation Bodies were contacted as well as the Local Equality Groups set out in Appendix 1 of the draft Statement of Community Involvement and any individuals or organisations who made representations in the previous SCI consultation held in November and December 2019. The consultation was also available at <https://surreyheathplanningpolicy.inconsult.uk/consult.ti/SHBCSCI>.

In summary, the changes made to the Statement of Community Involvement arising from feedback provided during further consultation to take account of amendments in response to Covid-19 are as follows:

- Front cover – Amend title of document to say, “Statement of Community Involvement (SCI) Revised Version including amendments in response to Covid-19 ***or similar health or security challenges that may arise***”
- Page 6, paragraph 1.11 – Amend first sentence as follows: “As the SCI had not yet been adopted the Council took the opportunity to review the SCI in the light of Covid-19 restrictions, ***also having regard to the possibility of similar health or security challenges that may arise.***”
- Page 7, paragraph 1.14 – Amend last sentence as follows: ***“Where social distancing measures and other restrictions relating to Covid-19 are no longer in place, the methods of consultation applied through this SCI will revert to the general requirements in this document, without the need to comply with any additional legislation associated with Covid-19, or similar health or security challenges.”***
- Page 9, Table 1, column 4, row 4 – Add footnote 6 reference to state ***“Where it is deemed possible to do so whilst complying with government guidance and any relevant legislation for social distancing requirements in place at the time of publication.”***

- Page 10, Table 2, column 2, row 2 – Amend footnote 7 to say, “Workshops to be held subject to being able to adhere to Covid-19 legislation and guidance including on social distancing, **or any future legislation and guidance issued for similar health or security challenges that may arise.**”
- Page 11, Table 2, column 2, row 3 – Amend last sentence of footnote 9 to say, “If it cannot be complied with due to government legislation and guidance on Covid-19 and social distancing measures **or any future legislation and guidance issued for similar health or security challenges that may arise**, the Local Plan process will be delayed until the requirement to make documents available can be met.”
- Page 13, Table 3, column 2, row 2 – Amend footnote 13 to say, “If it cannot be complied with due to government legislation and guidance on Covid-19 and social distancing measures **or any future legislation and guidance issued for similar health or security challenges that may arise**, the consultation process will be delayed until this requirement to make documents available can be met.”
- Page 20, paragraph 5.1 – Amend fourth sentence as follows: “Where the process of consulting on and determining planning applications is affected by legislation and guidance relating to Covid-19 **or similar health or security challenges that may arise**, the Council will ensure that those requirements are met which may result in some minor amendments to the process and procedures set out below.”
- Page 23, Table 6, title – Amend footnote 23 to say, “Subject to complying with legislation and guidance relating to Covid-19 **or any future legislation and guidance issued for similar health or security challenges that may arise.**”

Responses to the Draft Statement of Community Involvement (SCI) consultation to take account of amendments in response to Covid-19

Respondent	Comment	Surrey Heath Borough Council’s (SHBC) Response
Environment Agency	Thank you for consulting us on this Statement of Community Involvement. We do not normally comment on these documents, although please do continue to engage with us throughout your local plan process and consult us with your regulation 18 and regulation 19 local plan consultations.	Noted.
Historic England	Thank you for your email of 25 June 2020 inviting comments on the above document. The consultation process detailed in the SCI should be adequate in meeting the requirements of the Local Development Regulations 2004.	Noted.

Respondent	Comment	Surrey Heath Borough Council's (SHBC) Response
	<p>While we take note of the changes to consultation arrangements in response to the current Covid-19 pandemic, and more recent regulation changes by government in relation to electronic notifications, it remains important to ensure that stakeholder organisations with interests and responsibilities in the historic environment, at national and local levels, are fully involved throughout the consultation process. To this end, it is important to consult with both the Council's own conservation officer or team and local amenity societies.</p> <p>In terms of the general requirements of consultation in relation to the historic environment, I attach a Note on Consultation with the Heritage Sector and a list of national amenity bodies.</p> <p><i>Note on consultation with the Heritage Sector</i></p> <p>Under the Town and Country Planning (Local Development) Regulations 2004, Historic England is not specified as an authority that the Council must consult with on the preparation of a draft SCI [Regulation 25 (2)]. However, as a statutory consultation body at other stages in the preparation of Development Plan Documents, as well certain planning applications, we welcome the opportunity to make general comments on the SCI.</p> <p>In view of our remit, some general principles are outlined below which we suggest are reflected in the SCI.</p> <ul style="list-style-type: none"> • Planning and Development in the Historic Environment – A Charter for Historic England Advisory Services (updated, July 	<p>Noted. Local amenity societies, including historic interest groups are included on the Council's Local Plan Database and will be consulted as part of the plan-making process. In addition, for the preparation of conservation and heritage policies, input is sought from the Council's Historic Buildings Officer.</p> <p>Noted. The Council will update its Local Plan Consultation Database to ensure any updated contact details for the national amenity societies listed in Historic England's response to this consultation are included, and will therefore be consulted throughout the plan-making process.</p> <p>Noted. The Council will continue to consult Historic England on any further updates to the SCI.</p> <p>Noted. As part of development management process, regard is had to Schedule 4 of The</p>

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	<p>2017): This document, available on our website https://historicengland.org.uk/services-skills/our-planning-services/charter/ sets out Historic England's advisory services for planning and development. It details the circumstances where we must be consulted upon planning applications affecting the historic environment, and the type of information required for consultations with Historic England on proposals affecting nationally important heritage assets. It also underlines the value and importance of pre-application discussions with us on proposals with the potential for major change, or damage, to nationally important heritage assets. The principles set out in this charter should inform the Council's consultation approach to significant planning applications.</p> <ul style="list-style-type: none"> • Consultation address database – It is no longer necessary to send any hard copy correspondence and documents relating to the Local Development Framework / Local Plan / Neighbourhood Development Plans / Supplementary Planning Documents to our London and South East Office. However, if sending consultations in paper form or as a hard disc (CD) the consultation should be sent to the regional office: Historic England London & South East Region, 4th Floor, Cannon Bridge House, 25 Dowgate Hill, London EC4R 2YA. You may remove any other addresses for English Heritage or the Royal Commission on the Historical Monuments of England from your database. 	<p>Town and Country Planning (Development Management Procedure) (England) Order 2015, which sets out the bodies which a local planning authority must consult before granting planning permission for the specified types of development, including Historic England. The purpose of the SCI is to set out what consultation will take place with the community on planning policy documents and planning applications and therefore focuses principally on how community and non-statutory bodies will be consulted. Accordingly, it is most appropriate to have regard to the Planning and Development in the Historic Environment Charter through the determination of relevant planning applications , but not through specific reference in the SCI.</p> <p>Noted. All correspondence with Historic England regarding planning consultations or planning applications is digital and will continue to be sent via email.</p>

Respondent	Comment	Surrey Heath Borough Council's (SHBC) Response
	interested parties will be notified that there are changes to the process and where to find out about them.	information on the Council's website therefore takes best account of equal access to information for people who live or work in Surrey Heath.
Mr G O'Connell	I generally support the proposed changes - they seem sensible and practical. I have no comments on specific items and only two general comments. It might be useful to not purely refer to COVID-19 and to add ""or similar health or security challenges in the future"" and to follow ""Government guidance and best practices current at the time.	Noted. Amend wording in SCI document where reference to Covid-19 has been made to state, "...or any future legislation and guidance issued for similar health or security challenges that may arise".