

## **Planning Committee**

Thursday, 6 June 2019

**10.00 am**

Oak Room, County Buildings, Stafford

**NB.** Members are requested to ensure that their Laptops/Tablets are fully charged before the meeting.

John Tradewell  
Director of Corporate Services  
29 May 2019

---

## **A G E N D A**

**Please see attached notes**

### **PART ONE**

1. **Apologies**
2. **Declarations of Interest in Accordance with Standing Order No. 16**
3. **Minutes of the meeting held on 7 March 2019** (Pages 3 - 4)
4. **Appointment of Members to the Countryside and Rights of Way Panel** (Pages 5 - 6)  
  
Report of the Director for Economy, Infrastructure and Skills.
5. **Review of the County Council's Statement of Community Involvement** (Pages 7 - 32)  
  
Report of the Director for Economy, Infrastructure and Skills.
6. **Planning, Policy and Development Control - Annual Performance Report 2018/19** (Pages 33 - 40)  
  
Report of the Director for Economy, Infrastructure and Skills.
7. **Decisions taken under Delegated Powers** (Pages 41 - 48)

## 8. Exclusion of the public

The Chairman to move:-

“That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972 indicated below”.

---

### **PART TWO**

(All reports in this section are exempt)

## 9. **Planning Regulation - Performance and Delegated Decisions Report** (Pages 49 - 60)

(Exemption paragraph 3)

Report of the Director for Economy, Infrastructure and Skills.

### **Membership**

David Brookes	Trevor Johnson
Ron Clarke	Alastair Little
Alan Dudson	Kyle Robinson
Keith James	Paul Snape
David Smith (Vice-Chairman)	Mike Worthington
Ben Adams	Bob Spencer
John Cooper	Ian Lawson
Julia Jessel (Chairman)	

### **Note for Members of the Press and Public**

#### **Filming of Meetings**

The Open (public) section of this meeting may be filmed for live or later broadcasting or other use, and, if you are at the meeting, you may be filmed, and are deemed to have agreed to being filmed and to the use of the recording for broadcast and/or other purposes.

#### **Recording by Press and Public**

Recording (including by the use of social media) by the Press and Public is permitted from the public seating area provided it does not, in the opinion of the chairman, disrupt the meeting.

## Planning Committee Agenda Notes

### Note 1

The County Council has in place a scheme to allow Public Speaking at meetings, whereby representations may be made direct to the Planning Committee on these items.

The County Council's rules governing this facility are contained in the Protocol on Making Representations Direct to the Planning Committee which can be found on the Staffordshire Web [www.staffordshire.gov.uk](http://www.staffordshire.gov.uk) (click on "Environment" click on the shortcut to the "Planning" click on "Planning Committee" and then click on "Planning Committee – Public Speaking Protocol"). Alternatively, a copy of the Protocol may be obtained by contacting Member and Democratic Services on 01785 276901 or emailing [desu@staffordshire.gov.uk](mailto:desu@staffordshire.gov.uk)

Parties wishing to make oral representations must submit their request to Member and Democratic Services either by emailing [desu@staffordshire.gov.uk](mailto:desu@staffordshire.gov.uk), or by telephoning 01785 276901 **before 5.00 pm on the Monday preceding the date of the Planning Committee meeting (or the Friday preceding if the Monday is a Bank Holiday).**

### Note 2

#### **Staffordshire County Council Policy on Requests for the Deferral of the Determination of Planning Applications**

1. The County Council will on receipt of a written request for the deferral of the determination of a planning application prior to its consideration by the Planning Committee accede to that request only where the following criteria are met:-
  - (a) the request is received in writing no later than 12.00 noon on the day before the Committee meeting; and
  - (b) the basis for the deferral request and all supporting information is set out in full (requests for extensions of time to enable the applicant to submit further information in support of the deferral will not be accepted); and
  - (c) the deferral request will not lead to the determination of the application being delayed beyond the next suitable Planning Committee

The only exception will be where the request proposes a significant amendment to the applications. An outline of the nature of the intended amendment and an explanation of the reasons for making it must be submitted with the deferral request. The full details of the amendment must be submitted within 28 days of the request being accepted by the Committee, failing which the Committee reserve the right to determine the application on the basis of the original submission as it stood before the applicant's request was made.

2. Under no circumstances will the County Council accept a second request for deferral of an application.
3. The County Council will not object to applicants formally withdrawing applications before they are determined whether they are applications being considered for the first time or following an accepted deferral request.

### **Note 3**

#### **Policy for Committee Site Visits**

1. Committee Site Visits should only take place where:-
  - (a) The visual verbal and written material is insufficient to convey a clear impression of the impacts and affects on the site and its surroundings.
  - (b) Specific impacts/effects such as landscape, visual amenity, highways and proximity to properties need to be inspected because of the site's location, topography and/or relationship with other sites/facilities which cannot be addressed in text form.
  - (c) The proposals raise new or novel issues on site which need to be inspected.
2. Site visits should not be undertaken simply at the request of the applicant, objectors or other interested parties whether expressed in writing or during public speaking.
3. No site should be revisited within a period of two years since the last visit unless there are exceptional circumstances or changes since the last site visit.
4. The arrangement and conduct of all visits should be in accordance with the Committee's Site Visit Protocol, a copy of which can be found on the Staffordshire Web which was referred to earlier.

**Minutes of the Planning Committee Meeting held on 7 March 2019**

Present: David Smith (Chairman)

**Attendance**

Ron Clarke	Julia Jessel
Alan Dudson	Trevor Johnson
Keith James	Alastair Little
Ben Adams (Vice-Chairman)	Kyle Robinson
John Cooper	Bob Spencer

**Apologies:** David Brookes, Kath Perry, Paul Snape and Mike Worthington

**PART ONE**

**33. Declarations of Interest in Accordance with Standing Order No. 16**

There were no declarations of interest on this occasion.

**34. Minutes of the meeting held on 7 February 2019**

**RESOLVED** – That the minutes of the meeting held on 7 February 2019 be confirmed and signed by the Chairman.

**35. Applications for Permission**

**36. Seisdon Quarry - SS.18/08/627 M**

The Committee received a presentation by the Case Officer on the proposed application to vary conditions 3, 12 and 31 of planning permission SS.15/13/627 M relating to an extension of time for working operations and the import of restoration materials to 31 July 2019, and to amend the approved Restoration Concept Plan.

In accordance with the County Councils scheme for public speaking at meetings, the Committee received representations from Mr Colin Elstone, objecting to the application, Stephen Harrison representing Seisdon and Trysull Parish Council and Mr Adam Collinge representing the applicant.

County Councillor Victoria Wilson as the local member also spoke to the Committee against the application and sought assurances that the restoration of the quarry would be completed by the end of the year.

Members queried what materials would be brought on site in order to complete the restoration. They queried the number of lorry movements per week and whether it was feasible for the restoration to be completed by the end of the year. The Committee also queried if £5,000 per year contribution from the quarry for road restoration was a reasonable amount. In response, the Committee were informed that the materials

brought onto the site would be soil based or clay materials. The Committee were also advised that 550 lorry movements per week was under the current permission and therefore acceptable and the restoration would still be continuing at other parts of the site whilst these quarry works are undertaken. It was reported that the view from the Highways department was that £5,000 per year was reasonable as the causes of the condition of the road were not all related to the quarry.

The Committee were advised that there have not been any discussions to make any amendments to the section 106 agreement. The Committee were also advised that no enforcement action has been taken against the quarry operator.

The Committee sought assurances from JPE that they would be making no further applications for extension at this quarry. In response, the Committee were advised that the material was the last on the site and the quarry had also started to decommission the site.

Following a vote it was:

**RESOLVED** – To PERMIT the application to vary conditions 3, 12 and 31 of planning permission SS.15/13/627 M relating to an extension of time for working operations and the import of restoration materials to 31 July 2019; and to amend the approved Restoration Concept Plan subject to the conditions of the current planning permission (SS.15/13/627 M) and additional conditions highlighted in the report.

### **37. Decisions taken under Delegated Powers**

The Committee considered the 'County Matters' and consultation with Staffordshire County Council dealt with by the Director of Economy, Infrastructure and Skills under delegated powers.

**RESOLVED** – That the report be noted.

### **38. Exclusion of the public**

**RESOLVED** – That the public be excluded from the meeting for the following items of business which involve the likely enclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972 indicated below.

### **39. Exempt minutes of the meeting held on 7 February 2019**

**RESOLVED** – That the exempt minutes of the meeting held on 7 February 2019 be confirmed and signed by the Chairman

**Chairman**

Local Members' Interest
N/A

## Planning Committee – 6 June 2019

### Appointment of Members to the Countryside and Rights of Way Panel

#### Recommendation/s

1. For the Planning Committee to appoint five Members to sit on the Countryside and Rights of Way Panel.
2. For the Planning Committee to appoint five Substitute Members to the Countryside and Rights of Way Panel.

#### Summary

3. The Countryside and Rights of Way Panel will be appointed at the first meeting of the Planning Committee following the annual Council meeting in each municipal year. In addition to the five Members of the Panel, five additional Members will be appointed as substitutes to serve on the Panel.
4. Substitute members are required for consideration of reports on applications for the registration of common land, or town or village greens and for Definitive Map Modification Order applications where a full member of the Panel is the local member for the division in which the land which is the subject of a report is situated.

#### Report

#### Background

5. The existing membership of the panel is:
  - Julia Jessel (C) (Kath Perry is substitute member)
  - Paul Snape (VC) (Vacant substitute member)
  - David Brookes (Keith James is substitute member)
  - Mike Worthington (David Smith is substitute member)
  - Alan Dudson (Ron Clarke is substitute member)
6. The terms of reference for the Countryside and Rights of Way Panel can be found using this link:  
<http://modern.gov.staffordshire.gov.uk/documents/s122772/MergedReWriteSection8.pdf>

#### Contact Officer:

Name and Job Title: Zach Simister  
Telephone No.: 01785 276901  
Address/e-mail: [zachary.simister@staffordshire.gov.uk](mailto:zachary.simister@staffordshire.gov.uk)





Local Members' Interest
N/A

**Planning Committee – 6 June 2019**

**Report of the Director for Economy, Infrastructure and Skills**

**Review of the County Council’s Statement of Community Involvement**

**Purpose of the Report**

To inform the Planning Committee of the proposed revisions to the County Council’s current Statement of Community Involvement, and the intention to consult the public on the revised document.

**Recommendation**

That the Planning Committee welcomes the Revised Statement of Community Involvement ([Appendix 2](#)): to keep it up-to-date; to ensure effective community involvement at all stages of the planning process; and, to provide an opportunity for comments to be made prior to adoption.

**Background**

1. The County Council adopted their first Statement of Community Involvement (SCI) in 2006, and a revised SCI was adopted in 2014.
2. Regulations came into force on 6 April 2018 [[The Town and County Planning \(Local Planning\) \(England\) \(Amendment\) Regulations 2017](#)] which require local planning authorities to review their local plans and SCIs every 5 years. [Planning practice guidance on plan reviews](#) states that: “it is important that Statements of Community Involvement are kept up-to-date to ensure effective community involvement at all stages of the planning process. Therefore, a local planning authority should regularly review and update their Statement of Community Involvement to reflect any changes to engagement.”
3. We have conducted a review of the SCI comprising three main tasks:
  - Review of consistency with legislation. Checking for any new consultation requirements to be incorporated into the SCI, and also checking for commitments in the SCI that are no longer have a basis in legislation.
  - Updating links. Ensuring that hyperlinks within the documents still work and lead the reader to the latest versions of the relevant information.
  - Comparison with the latest practice elsewhere: Reviewing recently produced SCIs from comparable authorities.
4. A bonus of the review has been that it will deliver some financial savings. Since the current SCI was adopted, changes in planning legislation have reduced the burden of some of the costliest forms of communication, but we can only

implement those changes once our SCI has been reviewed. For example, the current SCI, reflecting the legislation which applied at the time of drafting, requires the adoption of a new minerals or waste local plan document to be advertised by public notices in the local press across the plan area. When the latest Minerals Local Plan was adopted in 2017, this involved the placement of 3 notices at a total cost of just under £1,700. Though the requirement has been omitted from the latest legislation, we remain bound by the commitment in our SCI.

5. The revised draft SCI and a table summarising the revisions are appended to this report (see [Appendix 2](#) and [Appendix 3](#) respectively). The revised draft SCI will be made available for public consultation for a minimum of 6 weeks, as required by the Regulations.
6. Relevant comments will be considered, and if significant changes are required, the Planning Committee will be informed before the document is submitted to the Cabinet for adoption.
7. Our timetable for adoption of the revised Statement of Community Involvement is shown in the table below:

<b>Stage of preparation</b>	<b>Timetable</b>
Prepare Draft Revised SCI	
Inform the Planning Committee.	6 June 2019 Planning Committee
Publish Draft Revised SCI for 6-week consultation period	12 June to 24 July 2019
Inform Planning Committee of the results of the consultation (only if significant changes are required).	1 August 2019
Seek approval from Cabinet to adopt the revised SCI (replacing 2014 edition).	21 August 2019

### **Report author**

Andrew Christelow  
 Senior Planning Officer, Planning Policy and Development Control  
 (01785) 276705

### **List of Background Papers**

1. [Statement of Community Involvement](#) – Adopted February 2014
2. [Planning practice guidance on plan reviews](#) - Updated 15 March 2019

## **Appendix 1**

### **Equalities implications:**

This report has been prepared in accordance with the County Council's policies on Equal Opportunities.

### **Legal implications:**

[Regulation 10A of The Town and Country Planning \(Local Planning\) \(England\) Regulations 2012 \(as amended\)](#) now requires that a local planning authority must review their local plan and Statement of Community Involvement every 5 years starting from the date of adoption of the documents.

Failure to consult in line with an up-to-date SCI could undermine the soundness of our replacement Minerals or Waste Local Plan in due course.

### **Resource and Value for money implications:**

No specific budget is allocated for the review of the Statement of Community Involvement as this work is undertaken in conjunction with the planning tasks of the Planning, Policy and Development Control Team.

The review has highlighted the potential to deliver some savings by removing the requirement to place press notices across the whole county to announce the adoption of our Minerals and Waste Local Plans.

### **Risk implications:**

Officers are satisfied that there are no direct risk implications arising from this report and reviewing the Statement of Community Involvement ensures that the Council's consultation processes remain consistent with the requirements of current legislation.

### **Climate Change implications:**

The Statement of Community Involvement does not have significant implications for the management of carbon emissions by the Council.

### **Health Impact Assessment screening:**

Not applicable.

**Appendix 2 Draft Revised Statement of Community Involvement (June 2019)**

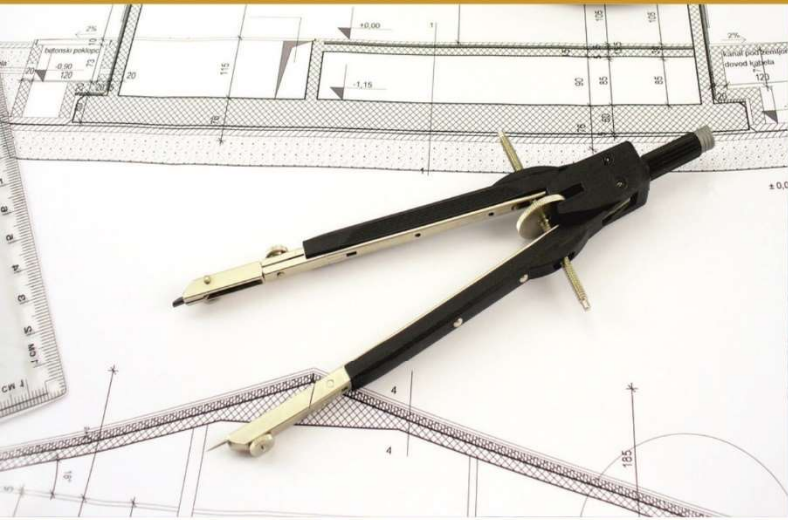
(also available via our [Minerals Local Plan document library](#))

**Appendix 3 Table of revisions to the Statement of Community Involvement (June 2019)**

(also available via our [Minerals Local Plan document library](#))



# Statement of Community Involvement



Revised Edition for Consultation June 2019



This page is intentionally blank



# Contents

Introduction .....	1
<b>Section 1: Planning Policy.....</b>	<b><u>22</u></b>
Who do we consult? .....	<u>22</u>
How do we consult at each stage?.....	<u>33</u>
Consultation stages for SPDs .....	<u>44</u>
How can you access consultation documents?.....	<u>55</u>
How can you make an effective response?.....	<u>55</u>
How do we handle responses? .....	<u>66</u>
Reviewing Local Plans .....	<u>66</u>
<b>Section 2: Consultation on Planning Applications.....</b>	<b><u>77</u></b>
Pre-application discussions.....	<u>77</u>
How would you find out about a planning application in your area?.....	<u>88</u>
Who do we consult? .....	<u>88</u>
How should you respond?.....	<u>88</u>
How long do you have to comment on a planning application?.....	<u>99</u>
How do we make planning decisions? .....	<u>99</u>
How do we let people know about our decisions?.....	<u>1040</u>
<b>Section 3: Neighbourhood Plans .....</b>	<b><u>1040</u></b>
<b>Section 4: Keeping the SCI up to date.....</b>	<b><u>1040</u></b>



## Introduction

Many of us only come into contact with the planning system if we find out about a planning application near our homes, but it touches the lives of all of us far more than we may think. It shapes where we live, work, shop, and go to school, it also affects how we travel, how we obtain the raw materials we need for construction, and how we dispose of the waste we all produce.

Staffordshire County Council ('we') are responsible for determining planning applications for minerals and waste development (e.g. quarries or waste recycling facilities), as well as development required to carry out our own services (e.g. development at schools and major highway schemes). We are also required to prepare local development documents (e.g. Local Plans) to set out how and where we consider that the area's needs for minerals and waste management facilities should be met.

Whenever we consider a planning application, or produce local development documents for our area, we need to consult and engage with people and organisations to gain their views. This Statement of Community Involvement (SCI) sets out how we will do that.

Our SCI was first adopted in 2006 and updated in 2014. [Regulations](#) which came into effect on 6 April 2018 now require local planning authorities to review their SCI at least once every five years.

This document is the latest revision of the SCI. It was prepared in early 2019 to incorporate all of the changes that have taken place since 2014 and will be made available for public consultation between \*\*\*\*\* and \*\*\*\*\*. If necessary it will be amended in response to the comments received, before being adopted. [To be updated as each stage is completed]

The SCI is divided into four sections. The first looks at how we engage with the public and other interested parties when we are producing our Minerals and Waste Local Plans, preparing Supplementary Planning Documents (SPDs), or reviewing our Local Plans. We refer to all of this as Planning Policy. The second section looks at how we consult when we are determining planning applications. The third section briefly summarises our limited role in supporting the development of Neighbourhood Plans, while the final section discusses the SCI itself, and the opportunities to be involved in its review.

In addition to anything referred to in this SCI, any consultation or engagement exercise we carry out will also have regard to any relevant corporate policies or statutory requirements including:

- [Equality Act 2010](#)
- [Human Rights Act 1998](#),
- [Freedom of Information Act 2000](#)
- [Environmental Information Regulations 2004](#)
- [Data Protection Act 2018, including the General Data Protection Regulation \(GDPR\)](#), and
- The County Council's [Privacy Notices](#)

## Section 1: Planning Policy

1. We are required to prepare local development documents (e.g. Minerals and Waste Local Plans) to set out how and where we consider that the area's needs for quarries and waste management facilities should be met. We publish a Minerals and Waste Development Scheme (MWDS) which proposes a timetable for preparing the plans, and we keep this up to date to reflect any changes. We have to consider the opinions of the people and organisations that might be interested in our plan, so we prepare a Statement of Community Involvement (SCI) to set out how we do this.
2. As we develop our plans we aim to build common ground on the best way forward about where, when and how mineral and waste sites are developed. We accept that we may never achieve complete consensus. We hope, however, that greater understanding of the issues, and options to tackle them, may help to minimise objections as we prepare our planning policies, as well as later when we use those policies to determine planning applications.
3. To help people understand what we are doing at each stage in developing a new plan, we publish updates on our web site ([www.staffordshire.gov.uk/planning](http://www.staffordshire.gov.uk/planning)) with background information that has helped us to make decisions throughout our plan making process. We also publish [Annual Monitoring Reports on our existing plans](#), and links to other information available on the internet.

### Who do we consult?

4. As we develop our plans, we consult a wide range of groups and individuals who may be interested. These include the "specific consultation bodies" / "general consultation bodies" specified in in [Regulation 18 of the Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#), as well as residents, local interest groups, local organisations and companies who operate in Staffordshire.
5. You do not need to be invited, or to be a member of a group to respond to a consultation. Anyone can comment on our plans during the consultation periods.

## How do we consult at each stage?

6. [Government Guidance on Plan-making](#) sets out how we should prepare our Minerals and Waste Local Plans, and who we should consult at each stage. The table below shows key stages of preparing a Local Plan and the opportunities to make your views known.

**Table 1: Stages of preparing a Local Plan**

Stage	What we do	How we will consult
<p><b>Plan preparation</b> At the start of the plan making process, we will notify interested parties of the subject of the plan being prepared, and invite them to make representations on what it ought to contain. <a href="#">(Reg. 18 of 2012 Regulations)</a></p>	<p>Gathering evidence. Deciding what to look at in the Local Plan. Developing possible options including sites. Looking at possible social, environmental and economic impacts through the Sustainability Appraisal (SA) process.</p>	<p>Consultation is primarily aimed at checking that we have got the approach right. Consultation period to last for a minimum of 6 weeks. Documents available on our website. Also viewable at our main office and libraries. E-mails or letters sent to relevant consultees and anyone who has asked to be involved.</p>
<p><b>Draft Plan</b> This is an informal stage so we will plan any consultations to try to get the best range of opinion without too much delay to the plan-making process.</p>	<p>Producing the Draft Local Plan. Continuing the SA.</p>	<p>Consultation is primarily aimed at ensuring that the draft policies are right for Staffordshire. Consultation period to last for a minimum of 6 weeks. Notification of consultation on our website, with details of how to respond. Documents available on our website. Also viewable at our main office and libraries. E-mails or letters sent to relevant consultees and anyone who has asked to be involved. Targeted events may be used where these are particularly relevant.</p>
<p><b>Publication of the Proposed Submission Plan</b> <a href="#">(Reg. 19-20 of 2012 Regulations)</a></p>	<p>Producing the version of the Local Plan that we want the Inspector to examine. Concluding the SA.</p>	<p>Consultation is primarily aimed at checking the "soundness" of the plan and its legal compliance. Consultation period to last for a minimum of 6 weeks. Notification of consultation on our website, with details of how to respond. Documents available on our website. Also viewable via the internet from our main office and at libraries. E-mails or letters sent to relevant consultees and anyone who has asked to be involved. All representations will be submitted to the Inspector for examination along with the Draft Local Plan.</p>

<b>Formal decision making:</b>		
<b>Submission Stage</b> <a href="#">(Reg. 22 of 2012 Regulations)</a>	The Council will send its "submission version" of the Local Plan to the Planning Inspectorate, together with supporting documents, final Sustainability Appraisal report, and all formal representations received at this stage.	
<b>Independent Examination</b> <a href="#">(Section 20 of the Planning &amp; Compulsory Purchase Act 2004, modified by Section 112 of the Localism Act 2011)</a> <a href="#">(Reg 24 of 2012 Regulations)</a>	An independent Inspector will be appointed to examine the Local Plan. The Inspector will decide on the issues to be considered, who should be involved. The Inspector will produce a report and may recommend modifications to the Local Plan to make it sound. These may require additional consultation.	Inspector will decide on the length, scale and nature of any public consultations that may be required. Inspector's report and all proposed modifications will be published on our website. Also viewable via the internet from our main office and at libraries.
<b>Adoption</b> <a href="#">(Reg 26 of 2012 Regulations)</a>	Council resolve to adopt the Local Plan and publish an adoption notice. There is then a 6-week period for legal challenges if anyone feels that the process has not been carried out properly.	"Adoption statement" published with the Local Plan. Where they have requested it, respondents to the Local Plan will be notified when it is adopted.

## Consultation stages for SPDs

7. In addition to the Minerals and Waste Local Plans, we may also produce Supplementary Planning Documents (SPD) from time to time. Government guidance on '[Plan-making](#)' explains their role as a material consideration in decision making. They go through a simpler process, with one period of consultation prior to adoption, as summarised in the table below.

**Table 2: Stages of preparing SPDs**

<b>Stage</b>	<b>What we do</b>	<b>How we will consult</b>
<b>SPD preparation</b>	Gathering evidence. Drafting the SPD / Guidance.	Where appropriate, seeking initial views from interested parties.
<b>Public Consultation</b> <a href="#">(Reg 12 &amp; 13 of 2012 Regulations)</a>	Consult on the Draft SPD. Modify the Draft SPD as appropriate.	Draft SPD available on our website with a Consultation Statement. Documents also viewable via the internet from our main office and at libraries. E-mails or letters sent to relevant consultees. Consultation period lasts for a minimum of 4 weeks.
<b>Adoption</b> <a href="#">(Reg 11 &amp; 14 of 2012 Regulations)</a>	Council resolve to adopt the SPD and publish an adoption notice. There is then a 3-month period for legal challenges if anyone feels that the process has not been carried out properly.	"Adoption statement" published with the SPD. Copies sent to any person who has asked to be notified.

## How can you access consultation documents?

8. We publish all of our plan documents on our web site, and only print paper copies when it is absolutely necessary.
9. You can [use our computers](#) free of charge in the reception area of our offices at Staffordshire Place, and at local libraries, some of which are open in the evenings and at weekends. You can [find your nearest library](#) on our website, together with details of facilities and opening hours.
10. If you need help to view or understand documents or plans, assistance may be available in local libraries, and we can make information available in alternative formats or languages if required.
11. Finally, if access to the internet is not possible, we can provide paper copies of consultation documents on request, though we will normally need to make a charge to cover the costs. We will always let you know the charge in advance.

## How can you make an effective response?

12. To be effective, a comment should be clearly argued and based on good evidence. In the early stages of plan making, we need to be sure that we have considered all the relevant options. We will be happy to hear about other options that should be considered, and what people think of the options that we have considered.
13. As we progress through the process, we will narrow down the options to produce a preferred strategy, and the scope for change will be more limited.
14. From the publication stage onwards, we can only consider objections that relate to whether the necessary processes have been followed in preparing the plan, or whether the plan is “sound”.
15. Paragraph 35 of the [National Planning Policy Framework \(NPPF\)](#) explains that, Plans are “sound” if they are:
  - **Positively prepared** – providing a strategy which, as a minimum, seeks to meet the area’s objectively assessed needs; and is informed by agreements with other authorities, so that unmet need from neighbouring areas is accommodated where it is practical to do so and is consistent with achieving sustainable development;
  - **Justified** – an appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence;
  - **Effective** – deliverable over the plan period, and based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground; and,
  - **Consistent with national policy** – enabling the delivery of sustainable development in accordance with the policies in this Framework

## How do we handle responses?

16. All comments received during the consultation periods will be used to inform the subsequent stages of developing the Local Plan.
17. We will normally produce a consultation report summarising all of the comments received and setting out how we propose to respond to each of the issues raised.
18. Petitions or standard letters submitted as part of an organised campaign will also be acknowledged by e-mail or letter to the sender or main contact, but individual signatories will not be acknowledged or recorded.
19. Comments will normally be made available for anyone to see via our website ([www.staffordshire.gov.uk/planning](http://www.staffordshire.gov.uk/planning)).
20. We need to collect and maintain some personal data as we consider consultation responses. The way that we do this is set out in our [Privacy Notice](#) which is available on our website.

## Reviewing Local Plans

21. [Regulation 10A of The Town and Country Planning \(Local Planning\) \(England\) Regulations 2012 \(as amended\)](#) requires us to review our Minerals and Waste Local Plans, and SCI (refer to section 4) at least once every 5 years from their adoption date to ensure that planning policies remain relevant and effectively address the needs of the local community. This involves considering any changes to national policy, local circumstances or our own strategic priorities.
22. [Government Guidance on Plan Making](#) provides more information on how and why plan reviews should be carried out, but the approach that we take on each occasion will depend on how much change we expect to find. We may consult with interested groups or organisations if we need more information, or we may conduct a desk-based assessment using the data that we collect routinely to monitor our Local Plans.
23. At the end of each review, we must decide either that our policies:
  - do not need updating (in which case we must publish our reasons); or
  - need updating (in which case we must update our Minerals and Waste Development Scheme to set out the timetable for this revision and update our policies).
24. We will publish the outcomes of our Local Plan reviews on our website, and where policy updates are required, we will follow the process set out in Table 1 above.



## Section 2: Consultation on Planning Applications

25. As the Minerals and Waste Planning Authority, we are responsible for determining planning applications relating to minerals and waste development. We are also responsible for determining applications relating to our own developments (e.g. our schools and new road improvement schemes). All other types of planning application (e.g. housing and commercial development) are dealt with by the relevant District/Borough Councils, although they do consult us on certain proposals before they make their final decisions.
26. In accordance with legislation, we are obliged to undertake a formal period of public consultation before we determine a planning application. The main consultation stages are outlined below, and further information can be found in [Planning Practice Guidance](#), specifically the section on '[Consultation and pre-decision matters](#)' which has links to the relevant legislation.

### Pre-application discussions

27. We encourage developers to talk to officers before submitting planning application and we have introduced a [minerals and waste pre-application advice service](#). Charges apply and vary with the level of information provided. Details are available [on our pre-application advice web page](#). The value of the process is clearly stated in paragraphs 39 - 41 of the [National Planning Policy Framework](#) and in [Planning Practice Guidance](#) '[Before submitting an application](#)'
28. We also encourage applicants and landowners to discuss their proposals with the local community before submitting planning applications.
29. Early consultation should also be undertaken with our own in-house specialists, external consultees such as the Environment Agency and Natural England, Local Parish/Town Councils, local residents and any existing site liaison committee.
30. Applicants who do decide to undertake pre-application community consultation before submitting a planning application should contact us to discuss the methods to be used, and any resulting planning application should include details of this process, the results of the consultation exercises and any changes made to the proposals as a result of this process.
31. Pre-application consultation does not change the way we consult the public and other organisations when we receive a planning application.

## How would you find out about a planning application in your area?

32. In accordance with the [Town and Country Planning \(Development Management Procedure\) \(England\) Order 2015](#) and the [Town and Country Planning \(Environmental Impact Assessment\) Regulations 2017](#), we publicise all planning applications that are received and notify any local residents who may be directly affected by these proposals. To do this we:
- erect a site notice(s) on or near to the boundary of the application site;
  - place an advertisement in the local newspaper when;
    - the application is a 'major development';
    - the application is accompanied by an Environmental Statement, or
    - when additional information is supplied to support an Environmental Statement in accordance with the EIA Regulations ([Reg. 25](#))
    - the proposal is a departure from the Development Plan;
    - the proposal affects a Public Right of Way, affects the setting of a Listed Building or affects the character or appearance of a Conservation Area;
  - publish [details of planning applications received](#) on our website; and,
  - write to neighbours likely to be directly affected by the proposals.
33. You can [use our computers](#) free of charge in the reception area of our offices at Staffordshire Place, and at all local libraries, some of which are open in the evenings and at weekends. You can find [find your nearest library](#) on our website, together with details of facilities and opening hours. If you need help to view or understand documents or plans, assistance may be available in local libraries. You can also view documents at District / Borough Council offices via their Planning Register.
34. Finally, if access to the internet is not possible, we can provide paper copies of the documents on request; though we will normally need to make a charge to cover the costs. We will always let you know the charge in advance.

## Who do we consult?

35. We consult a wide range of groups and organisations on all planning proposals by e-mail or letter before making a decision. The groups and organisations consulted will vary according to the type and location of the development. The detailed requirements are set out in legislation, and explained in [Planning Practice Guidance "Consultation and pre-decision matters"](#).
36. We maintain a [consultee list](#) of all relevant statutory and non-statutory consultees who may be consulted on planning applications on our website.

## How should you respond?

37. Anyone can comment on a planning application: you do not have to wait to be asked.

38. We encourage anyone who wishes to make comments to do so using our on-line Comment Form or by email to our Planning Inbox [planning@staffordshire.gov.uk](mailto:planning@staffordshire.gov.uk).

You can also write to us at:

Planning, Policy & Development Control  
Staffordshire County Council  
2 Staffordshire Place  
Tipping Street  
Stafford  
ST16 2DH

### **How long do you have to comment on a planning application?**

39. The consultation period is 21 days; 30 days when the planning application is accompanied by an Environmental Statement (ES) (and a further 30 days when additional information is submitted in support of the ES). The period is extended to allow for bank holidays. The requirements are set out in legislation, and explained in Planning Practice Guidance '[Consultation and pre-decision matters](#)' and the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 ([Regulation 19](#)).

- 21 days for a planning application;
- 30 days when the planning application is accompanied by an Environmental Statement (ES) (the period is extended to allow for public/ bank holidays);
- a further 30 days when additional information is submitted in support of the ES (the period is extended to allow for public/ bank holidays).

In addition, it is our practice to re-consult and allow a further 14 days in which to comment if significant changes are made to any planning proposals which are under consideration.

### **How do we make planning decisions?**

40. The comments and specialist advice we receive through the notification and consultation process are used to help us assess the impact of the development and the need for planning conditions to minimise the impact of the development. Alternatively, they may be used to identify reasons why planning permission should not be granted.
41. Planning applications are either determined by the [Planning Committee](#), or by planning officers in accordance with [Delegated Powers](#). [Planning Practice Guidance](#) '[Determining a planning application](#)' explains that decisions must be made in accordance with the [Development Plan](#) unless material considerations indicate otherwise.
42. The Planning Committee normally meets every two months. [Committee reports](#) are published on our website. The Committee follow a number of protocols dealing with member's interests, lobbying, etc.; public speaking arrangements; and site visits.

These, together with other guidance, are available on the [Planning Committee web page](#)

43. Public speaking is allowed at Planning Committee and Committee meetings are [webcast](#) live and archive recording are available for 12 months.
44. For any planning application under consideration the Planning Committee will either: refuse it grant it; grant it subject to conditions; or, defer it for a site visit or to receive further information or clarification on the proposals. The Committee will give reasons for all its decisions which will be recorded in the minutes and will be made available to view via our website - [www.staffordshire.gov.uk/planning](http://www.staffordshire.gov.uk/planning).

### **How do we let people know about our decisions?**

45. We notify all those who made representations on a proposal either in writing, by email or in some instances via the local press.
46. All decisions are recorded on the Planning Register held by the relevant District/Borough Council. Copies of decision notices are also published on our on-line [Applications Register](#).

## **Section 3: Neighbourhood Plans**

47. [Neighbourhood Planning](#) gives communities the power to shape, direct and deliver sustainable development in their area. Neighbourhood Plans have to be in general conformity with the strategic policies contained in the Development Plan, and that includes policies in the Minerals and Waste Local Plans.
48. The County Council has no specific legislative duties in relation to Neighbourhood Planning, so the first point of contact for communities interested in preparing a Neighbourhood Plan should be their District / Borough Council. However, we do provide consultation responses on strategic matters where policies or allocations are likely to have an impact on one or more of our statutory responsibilities.

## **Section 4: Keeping the SCI up to date**

49. As mentioned earlier, [regulation 10A of The Town and Country Planning \(Local Planning\) \(England\) Regulations 2012 \(as amended\)](#) requires us to review SCI at least once every 5 years from the adoption date to ensure that it remains relevant and effective in ensuring community involvement at all stages of the planning process.
50. We will keep track of any changes in legislation, guidance or local circumstances that may affect our SCI, and we will report on these in our Annual Monitoring Report. Should significant changes arise, we will consider an earlier review to accommodate such changes.





## List of changes from 2014 version.

Title page updated

Header updated (including identification for public consultation)

Original Location	New Location	Change	Reason	Comment
Introduction – Para. 4		Paragraph updated, with minor text edits	To reflect full history of reviews and reflect wording of latest draft guidance	
Introduction – Para. 5		Revision of process and dates	To reflect the dates associated with the latest review	
Below Para 5		Additional paragraph	To introduce the structure of the report	
Introduction – Para. 6		Rewritten to remove reference to Staffordshire County Council Community Engagement Framework	We no longer have a specific Community Engagement Framework	
Bullet list below		Dates added to all relevant legislation listed. Replace link to “Data Protection Act 1998” with link to “Data Protection Act 2018, including the General Data Protection Regulation (GDPR), the County Councils Privacy Notice” to list of relevant legislation.	For clarity and to reflect changes to relevant legislation	
Numbered Paras. 1.		Minor text edits, and inclusion of reference to MWDS	For clarity and style	
3		Minor rewording and updated web link for latest Annual Monitoring Report	For clarity and style, also because there is no single link to all AMRs. Link to latest AMR provided.	
4	4	Text updated to refer to relevant legislation		
Table below 4	N/A	Deleted	Paragraph above provides links to lists of consultation bodies.	
5	N/A	Delete paragraph	We no longer maintain and publish lists of stakeholders.	
6	5	Minor text edits	For clarity and style	

Staffordshire County Council  
Review of Statement of Community Involvement – June 2019

7	6	Web link updated, and paragraph reworded	To reflect changes to legislation and guidance	
Table below 7.	Table below 6	Add “including sites” after “possible options”. Remove commitment to publish press notices at adoption stage. Include reference to publishing adoption statement with Plan at the adoption stage. Add note that respondents will be notified of adoption if they have requested this. Minor text changes	To reflect changes to legislation and guidance, and to improve clarity and style	
8	7	Added reference to Government Guidance on Plan Making	To provide background information	
Table below 8	Table below 7	Add link to guidance on plan making Add references to publication of a Consultation Statement at the public consultation stage, and an Adoption Statement at the Adoption stage. Add note that respondents will be notified of adoption if they have requested this	For background information	
9	8	Minor text changes	For clarity and style	
16	15	Update link and wording of tests of soundness.	To reflect changes to legislation and guidance	
17	16	Minor text changes	For clarity and style	
Below 19	20	New paragraph added to refer to the way that we process personal data, and to provide link to Privacy Notice	To reflect changes to legislation	
Below 20	21 - 24	New paragraphs inserted setting out how we review Plans	To reflect new requirements	
21	25	Minor text changes	For clarity and style	
22	26	Updated links and references, and minor text changes	To reflect changes to legislation and guidance, and to improve clarity and style	
23	27	Updated references and links to Planning Practice Guidance	To reflect changes to legislation and guidance	
24	28	Minor text changes	To reflect implementation of legislation.	
26	30	Minor text change	For clarity	
28	32	References to legislation and web links updated	To reflect changes to legislation and guidance	
29	33	Minor text changes	For clarity and style	
Text box below 28	Text box below 32	Regulation number and link updated	To reflect changes to legislation and guidance	
Below 32	33	Footnote converted into text paragraph	To improve accessibility	
34	39	Added reference and link to relevant legislation	For clarity, and to reflect changes to legislation and guidance	



Staffordshire County Council  
Review of Statement of Community Involvement – June 2019

		Revised minimum time to comment on an application submitted with an EIA, Added reference to additional time being available if consultation period includes bank holidays.		
35	40	Minor text revision	For clarity and readability	
36	41	Updated links for Planning Committee, Scheme of Delegation, and Planning Practice Guidance, plus minor text revision.	To reflect changes to reference documents and for clarity / readability	
37	42	Updated links	To reflect changes in reference documents	
38	43	Text revised and link added for public speaking protocol.	For clarity	
39	44	Minor text revision	For clarity and readability	
	46-47	New paragraphs added on Neighbourhood Plans	To address full requirements of an SCI	
	48	New paragraph added on reviewing the SCI	For clarity	



<b>Local Members' Interest</b>
N/A

## Planning Committee – 6 June 2019

Report of the Director for Economy, Infrastructure and Skills

### Planning, Policy and Development Control Team Annual Performance Report

#### Purpose of the Report

To inform the Planning Committee about our planning policy-making and planning development control performance and related matters over the previous financial year (1 April 2018 to 31 March 2019).

#### Recommendation

That the report be noted.

#### Summary

##### Planning policy-making performance

We [reported to the Planning Committee in February 2019](#) on the review of our Waste Local Plan and Minerals Local Plan, and publication of our Annual Monitoring Report. The reports confirmed that our Plans are performing well.

##### Planning development control performance

- |    |  |                            |
|----|--|----------------------------|
| a) | Speed - major development decisions                        | <b>100%</b> (31 out of 31) |
| b) | Quality – major development decisions overturned at appeal | <b>Nil</b> (0 out of 31)   |
| c) | Speed - County Council's major development decisions       | <b>100%</b> (1 out of 1)   |
| d) | Speed - County Council's 'non-major development' decisions | <b>100%</b> (11 out of 11) |
| e) | Delegated decisions  | <b>81%</b> (35 out of 43)  |

##### Application and Pre-application Advice Service Income

- 125 applications and submissions and almost £45,000 in fees.
- 15 requests for pre-application advice and £5,865 in fees.

## Staffing and Caseload

One Principal Planning Officer left the authority on voluntary redundancy terms in July 2018 and two Senior Planning Officers left the authority in September 2018 and January 2019 respectively.

The total number of cases received (applications, submissions and consultations) is slightly down on the previous two years (215 compared to 239 and 231).

## Background

Performance in planning policy-making and planning development control is reported after the end of the financial year with an update after 6 months. Quarterly performance updates are reported to the Cabinet Member for Economy and Infrastructure.

This is a report about planning policy-making and planning development control performance and related matters over the previous financial year (1 April 2018 to 31 March 2019).

## Planning policy-making performance

We [reported to the Planning Committee](#) in February 2019 that:

- a) The full review of the Staffordshire and Stoke-on-Trent Joint Waste Local Plan, adopted in March 2013, had been completed. The review concluded that there was no need to revise our Waste Local Plan at this time.
- b) The partial review of the Minerals Local Plan for Staffordshire, adopted in February 2017, had been completed. The review concluded that there was no need to revise our Minerals Local Plan as result of the publication of the revised National Planning Policy Framework.
- c) The 14<sup>th</sup> Annual Monitoring Report also confirmed that both Plans are performing well.

## Planning development control performance

[Appendix 2](#) provides a summary of performance by quarter in 2018-19.

[Appendix 3](#) provides a comparison with the previous two years.

- a) Speed - major development decisions **100%** (31 out of 31)

The proportion of the minerals and waste development decisions made within 13 / 16 weeks or within an agreed extension of time.

National target	60% (over 2 years)
Local target	90% (over 1 year)

- b) Quality – major development decisions overturned at appeal **Nil** (0 out of 31)

The proportion of the minerals and waste development decisions overturned at appeal.

National target	10% (over 2 years)
Local target	5% (over 1 year)

The proportion of the mineral and waste development decisions made on time, or within an agreed extension of time, remained at 100% and the proportion of those decisions appealed, let alone overturned on appeal, was nil as we continue to try to resolve outstanding matters before reaching a decision. Notably the number of mineral and waste development decisions made during the financial year was up on the preceding year and the same as that two years ago (31 compared to 20 and 31) (see [Appendix 3](#)).

c) Speed - County Council's major development decisions **100%** (1 out of 1)

The proportion of the County Council's major development decisions made within 13 / 16 weeks or within an agreed extension of time.

Local target	90% (over 1 year)
--------------	-------------------

d) Speed - County Council's 'non-major development' decisions **100%** (11 out of 11)

The proportion of the County Council's non-major development decisions made within 8-weeks or within an agreed extension of time.

Local target	90% (over 1 year)
--------------	-------------------

[See [Definitions](#) for an explanation of 'major development' and 'non-major development'.]

The proportion of County Council developments decisions made on time, or within an agreed extension of time, remained at 100% as we continue to try to resolve outstanding matters with the applicant before reaching a decision. Only one County Council major development application was received during the year, which is the same as the previous year and significantly down on that two years ago (1 compared to 1 and 7) (see [Appendix 3](#)). The number of non-major County Council development applications remains very similar to the previous two years (11 compared to 9 and 10) (see [Appendix 3](#)).

[Note: The County Council's major developments typically involve large projects such as new schools e.g. the Branston Road High School near Burton; and, major highway improvement schemes e.g. the Stafford Western Access Road and the Lichfield Southern Bypass. Non-major developments typically involve much smaller projects e.g. additional classrooms at schools and new barns on the County Farms.]

e) Delegated decisions **81%** (35 out of 43)

The proportion of all decisions made by your officers in accordance with delegated powers.

Local target

80% (over 1 year)

The proportion of decisions made by your officers under delegated powers is very close to the target and it is worth noting that as the number of decisions made is small, one decision either way has a significant effect on the percentage figure (e.g. 34 out of 43 = 79%).

[Note: The delegated powers apply to applications that do not involve a substantial new site or significant extension; applications for county developments; applications where there are no objections from a statutory consultee, district / parish council or local member; or applications where there are no more than 4 objections on material planning grounds.]

### **Application and Pre-application Advice Service Income**

We received about 125 applications and submissions and almost £45,000 in fees. In line with Government regulations introduced in January 2018, the County Council has ring fenced 20% of the fee income to spend on the planning service. The total at the end of the financial year was just over £15,000 (see [Appendix 1](#) 'Resource and Value for money implications' section for more information).

We increased our pre-application service charges in line with the general 2% increase in April 2018. We received 15 requests for pre-application advice and £5,865 in fees.

We carried out a customer satisfaction survey of our 'pre-app. service' in the summer of 2018 which indicated that the level of satisfaction with our service was good or very good.

### **Staffing and Caseload**

The Planning, Policy & Development Control Team:

Team Manager  
2 Policy and Development Control Team Leaders  
1 Principal Planning Officer  
1 Senior Planning Officer (part-time)  
1 Planning Information Team Leader and 2 Support Officers (1-part time)

One Principal Planning Officer left the authority on voluntary redundancy terms in July 2018 and two Senior Planning Officers left the authority in September 2018 and January 2019 respectively. When the Senior Officers left one officer was on secondment to the Planning Regulation Team and the other was on a part-time secondment to the Economic Regeneration Team.

The total number of cases received (applications, submissions and consultations) is slightly down on the previous two years (215 compared to 239 and 231). Whereas, the number of mineral and waste development decisions made during the year was up on the preceding year and the same as that 2 years ago (31 compared to 20 and 31) (see

[Appendix 3](#)). The paid-for pre-application service is also generating additional work and income. The completion of the review of the Waste Local Plan has released two officers to work full time on development control cases and other planning related work such as the review of the Statement of Community Involvement. Staffing, caseload and performance will continue to be monitored.

Finally, the Committee may be interested to learn that following a delay due to the Corporate spending freeze, we are once again working towards replacing our planning ICT database (developed in-house in 2003) as it is vulnerable in terms of ICT support and lacks functionality compared to more modern, externally hosted, systems used by many other Local Planning Authorities.

### **Report author**

Mike Grundy  
Planning, Policy and Development Control Manager  
(01785) 277297

### **Definitions**

'Major development' is defined in the [Town and Country Planning \(Development Management Procedure\) \(England\) Order 2015](#)

In so far as it is relevant to applications determined by the County Council, a 'major development' means development involving the winning and working of minerals or the use of land for mineral-working deposits; waste development; the provision of a building or buildings where the floor space to be created by the development is 1,000 square metres or more; or development carried out on a site having an area of 1 hectare or more.

### **List of Background Papers**

- Half Year Performance 2018 -19 - Planning Committee Report – 7 February 2019 ([see Committee agenda - item 28](#))
- [DCLG - Improving planning performance: criteria for designation \(November 2016\)](#)
- [DCLG - Live tables on planning application statistics](#)
- [Town and Country Planning \(Section 62A Applications\) \(Amendment\) Regulations 2016](#)

### **Appendix 1**

#### **Equalities implications:**

This report has been prepared in accordance with the County Council's policies on Equal Opportunities.

#### **Legal implications:**

Officers are satisfied that there are no direct legal implications arising from this report.

#### **Resources and value for money implications:**

Officers are satisfied that there are no direct resource and value for money implications arising from this report.

A significant increase in workload and the next review of our Minerals and / or Waste Local Plan are likely to require additional resources if we are to maintain our current high performance. Decisions to refuse applications may lead to appeals being made. The funds to cover the cost of appeals would need to be found from the County Council's contingencies.

An ICT budget has been provided to replace our in-house planning ICT system with an externally hosted system (in accordance with the Corporate ICT Strategy). An annual budget for the cost of hosting the new system, beyond the initial contract period, will be required.

[The Town and Country Planning \(Fees for Applications, Deemed Applications, Requests and Site Visits\) \(England\) \(Amendment\) Regulations 2017](#) increased planning application fees by about 20% with effect from 17 January 2018. At the request of the Government, the County Council, together with all other Local Planning Authorities, has agreed to re-invest the additional income in the planning service (currently totalling just over £15,000).

#### **Risk implications:**

Officers are satisfied that there are no direct risk implications arising from this report

#### **Climate Change implications:**

The Staffordshire Minerals and Waste Local Plans and the Staffordshire District / Borough Local Plans include policies to address climate change which are considered, where applicable, when determining planning applications for mineral and waste development and applications for the County Council's own developments.

Government planning policy in the [National Planning Policy Framework](#) (February 2019), which refers to climate change (section 14), is also a material consideration in reaching decisions.

#### **Health Impact Assessment screening:**

The Staffordshire Minerals and Waste Local Plans and the Staffordshire District / Borough Local Plans include policies to address health which are considered, where applicable, when determining planning applications for mineral and waste development and applications for the County Council's own developments.

Government planning policy in the [National Planning Policy Framework](#) (February 2019), which refers to healthy communities (section 8), is also a material consideration in reaching decisions.



## Appendix 2 Planning Development Control - Quarterly Performance– 2018-19

	Target Description	Target (Local)	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Performance (final outturn)
<b>National</b>	Speed of 'major development' decisions	60% (90%)	<b>100%</b> 8 out of 8	<b>100%</b> 8 out of 8	<b>100%</b> 8 out of 8	<b>100%</b> 7 out of 7	<b>100%</b> 31 out of 31
	Quality of 'major development' decisions	10% (5%)	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>
<b>Local</b>	Speed of the County Council's own 'non-major development' decisions	(90%)	<b>100%</b> 3 out of 3	<b>100%</b> 4 out of 4	<b>100%</b> 3 out of 3	<b>100%</b> 1 out of 1	<b>100%</b> 11 out of 11
	Speed of the County Council's own 'major development' decisions	(80%)	<b>Nil</b>	<b>Nil</b>	<b>100%</b> 1 out of 1	<b>Nil</b>	<b>100%</b> 1 out of 1
	Applications determined under delegated powers	(80%)	<b>91%</b> 10 out of 11	<b>75%</b> 9 out of 12	<b>83%</b> 10 out of 12	<b>75%</b> 6 out of 8	<b>81%</b> 35 out of 43

Page 39

Speed is measured (in so far as it relates to applications dealt with by the County Council) by the proportion of major applications dealt with within 13 weeks, or within 8 weeks for non-major development decisions, unless the application is accompanied by an Environmental Statement when the target is 16 weeks, or within an agreed extension of time.

Quality is measured (in so far as it relates to applications dealt with by the County Council) by the proportion of major applications that are subsequently overturned at appeal.

Generally, a 'major development' (in so far as it relates to applications dealt with by the County Council) is defined as an application for the winning and working of minerals or the use of land for mineral-working deposits; and, waste development. A 'non-major development' is defined as an application which is not a 'major development'.

Appendix 3 Comparison with the previous two years

**Planning Development Control – Full Year Performance – 2018 -19**

<b>Year</b>	<b><u>National</u> (Local Target)</b>	<b>Performance</b>
<b>Speed of 'major development' decisions</b>		
<b>2018-19</b>	<b>60% (90%)</b>	<b>100%</b>
		<b>31 out of 31</b>
2017-18	60% (70%)	100%
		20 out of 20
2016-17	50% inc to 60% (70%)	94%
		29 out of 31
<b>Speed of the County Council's own 'non-major development' decisions</b>		
<b>2018-19</b>	<b>(90%)</b>	<b>100%</b>
		<b>11 out of 11</b>
2017-18	(80%)	100%
		9 out of 9
2016-17	(80%)	100%
		10 out of 10
<b>Speed of the County Council's own 'major development' decisions</b>		
<b>2018-19</b>	<b>(90%)</b>	<b>100%</b>
		<b>1 out of 1</b>
2017-18	(80%)	100%
		1 out of 1
2016-17	(80%)	100%
		7 out of 7
<b>Applications determined under delegated powers</b>		
<b>2018-19</b>	<b>(80%)</b>	<b>81%</b>
		<b>35 out of 43</b>
2017-18	(80%)	77%
		23 out of 30
2016-17	80%	79%
		38 out of 48



Planning applications dealt with under the 'Scheme of Delegation to Officers'

Categories

AA	Adjoining Authority	MC	Mineral Consultation	SU	Statutory Undertakers
CC	Affects County Council land	MCM	Mineral County Matter	TC	(Tipping Consultation) affects waste disposal land
CD	County Development	MEM	Mineral Enforcement Matter	WC	Waste Policy Consultation
CDW	County Development Waste	SO (5)	Screening Opinion	WCM	Waste County Matter
CLU	Certificate of Lawful Use on Development	SO (10)	Scoping Opinion	WDLC	Waste Disposal Licence Consultation
DC	District Council proposal	SP	Strategic Planning	WEM	Waste Enforcement Matter
GPDO	Prior Approval for Permitted Development				

Application No	Received	CAT	Applicant	Proposal	Location	Decision Taken	Decision date
WAR.2017/0340 AA	07-Feb-2019	AA	Summix RLT Developments Limited	Consultation from North Warwickshire Borough Council in connection with an application to them for planning permission for residential development (up to 130 dwellings)	Land between Rush Lane and Tamworth Road Cliff	No Objections -	10/05/2019
SMD/2019/0077 MSA	12-Feb-2019	MSA	Mr J Redfern	Consultation from Staffordshire Moorlands District Council in connection with an application to them for planning permission for the construction of 4no. Detached single storey dwellings with access, parking and sustainable drainage pond	Railway Yard, Station Road, Endon	No Objections -	05/03/2019
SCE.235/ES.18/07/526	02-May-2019	ScrO	Mr S Clayton	Screening Opinion - Construction of an amenity pond involving the winning and working of mineral	Trentbridge Farm, Bond End, Yoxall	Screening opinion - Not EIA development -	20/05/2019
N.05/20/214 M D8	04-Feb-2019	MCM	Ibstock Brick Ltd.,	Submission of details in compliance with Condition 16 of planning permission N.05/20/214 M relating to an update to the previously approved Ecological Method Statement after 5 years	Knutton Quarry	Approve details -	11/03/2019

Application No	Received	CAT	Applicant	Proposal	Location	Decision Taken	Decision date
ES.2018/00846 MSA	15-Mar-2019	MSA	Bamford Property Ltd	Consultation from East Staffordshire Borough Council in connection with an application to them for planning permission for the erection of 10 golf lodges to provide visitor accommodation etc.	JCB Golf and Country Club, Hollington Road, Rocester	No Objections -	02/04/2019
S.19/01/437 W	31-Jan-2019	WCM	Severn Trent Water Limited (Coventry)	Installation of an motor control centre kiosk, two polymer kiosks and a cake silo	Brancote Sewage Treatment Works, Tixall Road, Stafford	Grant - with conditions -	28/03/2019
SS.18/05/602 MW NMA1	03-Apr-2019	MCM	NRS Waste Care Ltd	Application for non-material amendments to conditions 44 (Ground Water Monitoring Scheme) and 46 (Planting details for tree group G1) relating to planning permission SS.18/05/602 MW to extend the timescales for the submission of details	Saredon Quarry	Non-Material Amendment -	24/05/2019
SCE.252/604 MW	17-Apr-2019	ScrO	Hanson Quarry Products Europe Ltd	Request for an EIA Screening Opinion in connection with proposals to amend the approved quarry phasing to allow the construction of a new silt lagoon	Pottal Pool Quarry, Broadhurst Green Road, Tessesley Hay, Penkridge	Screening opinion - Not EIA development -	22/05/2019
L.14/03/817 MW NMA2	29-Apr-2019	MCM	Tarmac	Application for Non Material Amendment to conditions 9 (Working Scheme Review), 66 (Restoration Scheme Review) of planning permission L.14/03/817 MW and Schedule 6 of the S106 Legal Agreement (Aftercare Management Plan) to amend the timescales for the submission of details	Alrewas Quarry	Non-Material Amendment -	24/05/2019
N.19/03/217 MW	29-Apr-2019	EA	Joseph Kimberley & Sons Ltd	Application to postpone the submission of an application for the Periodic Review of Minerals Permission N.02/21/217 MW under paragraph 7, Schedule 14 of the Environment Act 1995	Chatterley Quarry	Approve revised date for ROMP submission -	21/05/2019

Application No	Received	CAT	Applicant	Proposal	Location	Decision Taken	Decision date
SS.19/00300 MSA	09-May-2019	MSA	Taylor Wimpey Developments Ltd	Consultation from South Staffordshire Council in connection with an application to them for full planning permission for 50 dwellings served by a new vehicular access from Landywood Lane (Phase 1) and outline planning permission for 200 dwellings served by new vehicular access created by Phase 1	Landywood Lane, Great Wyrley	No Objections -	22/05/2019
SCE.251/IDO/SM/9/111	28-Mar-2019	ScrO	Aggregate Industries Limited	Screening opinion for Submission of details in compliance with condition 7 of planning permission IDO/SM/9/111 MW relating to proposed scheme of working for Phase 5a	Cauldon Limestone Quarry	Screening opinion - Not EIA development -	16/05/2019
L.19/00191 MSA	20-Feb-2019	MSA	Muller Property Holdings,	Consultation from Lichfield District Council in connection with an application to them for outline planning permission for residential development of up to 57 dwellings including details of access	Land Rear of 67 - 105 Alrewas Road, Kings Bromley, Burton Upon Trent	No Objections -	08/03/2019
SO.83/817 MW	27-Feb-2019	ScoO	Tarmac	Request for EIA Scoping Opinion in connection with proposals for southern extension to Alrewas Quarry	Alrewas Quarry	Scoping opinion given -	26/04/2019
SM.09/14/113 M D4	21-Jan-2019	MCM	J. C. Bamford Excavators Ltd,	Submission of details to amend the previously approved details (SM.09/14/113 M D2) in compliance with conditions 11 (Interim Strategy) and 16 (Interim Restoration and Advanced Landscaping Scheme) of planning permission SM.09/14/113 M	Wardlow & Wredon Quarry	Approve details -	20/03/2019
ES.12/03/501 MW D7	08-Mar-2019	MCM	Aggregate Industries Limited	Submission of details in compliance with condition 3 of planning permission ES.12/03/501 MW relating to notification of soil stripping in phases 3b and 3c	Newbold and Tucklesholme Quarry	Approve details -	01/04/2019

Application No	Received	CAT	Applicant	Proposal	Location	Decision Taken	Decision date
SS.17/06/604 MW	30-May-2017	EA	Hanson Aggregates,	Application under paragraph 5 of schedule 14 to the Environment Act 1995 for postponement of the periodic review date to 31 December 2027 relating to planning permissions SS.00/00822, SS.03/04/604 MW and SS.07/03/604 MW	Pottal Pool Quarry	Approve revised date for ROMP submission -	23/04/2019
L.17/07 D2	25-Jan-2019	CD	The Cabinet (Staffordshire County Council)	Submission of details in compliance with Condition 9 of planning permission L.17/07 relating to a written scheme of archaeological investigation	St. Stephen's Primary School, Church Lane, Fradley, Lichfield	Approve details -	05/03/2019
CH.18/05/782 W	01-Nov-2018	WCM	Granurite Ltd.	Retrospective application for a tyre recycling facility (Waste Transfer Station)	Unit 4 Power Station Road, Rugeley	Grant - with conditions -	13/03/2019
ES.2018/00939 MSA	20-Mar-2019	MSA	Partner Construction	Consultation from East Staffordshire Borough Council in connection with an application to them for planning permission for the erection of 18 dwellings and 6 apartments with associated landscaping and parking including demolition of the existing attached garage to 9 Court Farm Lane to facilitate the formation of a new access (revised layout)	Court Farm Lane, Branston, Burton	No Objections -	02/04/2019
SS.18/04/662 W	31-Jul-2018	WCM	Mr M Allen	Application not to comply with (to vary) condition 4 of planning permission SS.16/01/662 W to extend the infilling operations by 4 months until 24 November 2018 in order to complete improvements to existing driving range	Swindon Golf Club, Bridgnorth Road, Swindon	Grant - with conditions -	09/05/2019

Application No	Received	CAT	Applicant	Proposal	Location	Decision Taken	Decision date
L.18/07	20-Nov-2018	CD	The Cabinet (Staffordshire County Council)	Demolition of a modular classroom and construction of a single storey extension to provide a new sports hall, storage and a classroom and three-storey extension to provide a design-technology room, science lab, 3 classrooms (2 classrooms on the First Floor and 1 laboratory on the Second Floor), the reception and admin facilities, a vehicular access control barrier at the main entrance, alteration to fencing, landscaping and construction of a temporary access off Curborough Road	Nether Stowe High School, St. Chad's Road, Lichfield	Grant - with conditions -	28/02/2019
SM.19/01/1139 W	08-Jan-2019	WCM	Severn Trent Water Limited	Replacement of pipe bridge, foul sewer pipe and abutment	Pipe bridge across the River Churnet, east of Cheadle Road, in Cheddleton	Grant - with conditions -	15/04/2019
SS.07/03/604 MW D8	29-Jan-2019	MCM	Hanson UK	Submission of details in compliance with condition 28 of planning permission SS.07/03/604 MW relating to records of groundwater monitoring	Pottal Pool Quarry	Acknowledgement of information required by condition -	26/03/2019
SM.09/14/113 M D3	21-Dec-2018	MCM	J. C. Bamford Excavators Ltd,	Submission of details in compliance with conditions 27(a) (access improvements), 33 (protected species surveys), 41 (noise monitoring), 50 (blast monitoring) and 52 (storage of hazardous materials) of planning permission SM.09/14/113 M	Wardlow & Wredon Quarry	Approve details -	17/05/2019
S.17/04 D3	31-Jan-2019	CD	The Cabinet (Staffordshire County Council)	Submission of details in compliance with condition 2b of planning permission S.17/04 relating to notification of the date when the development is brought into use	Alleyne's High School, Oulton Road, Stone	Approve details -	20/03/2019
SMD/2019/0200 MSA	09-Apr-2019	MSA	Painsley Catholic College	Consultation from Staffordshire Moorlands District Council in connection with an application to them for planning permission for a T level digital hub	Painsley Roman Catholic High School Station Road, Cheadle	No Objections -	16/04/2019

Application No	Received	CAT	Applicant	Proposal	Location	Decision Taken	Decision date
CH.00/0577 & S.40018 D	11-Feb-2019	MCM	Cemex UK Operations Limited	Submission of details in compliance with condition 34 of planning permission CH.00/0577 & S.400/18 to amend the approved lighting scheme	Rugeley Quarry, Stafford Brook Road, Rugeley	Approve details -	27/03/2019
IDO/SM/9/111 MW D5	20-Mar-2019	MCM	Aggregate Industries U.K.	Submission of details in compliance with condition 7 of planning permission IDO/SM/9 relating to proposed scheme of working for Phase 5a	Cauldon Limestone Quarry	Approve details -	24/05/2019
T.18/01/905 MW	13-Apr-2018	MCM	Forterra Building Products Limited	Importation and stocking of clay for use in brick making	Wilnecote Quarry, Hedging Lane, Wilnecote, Tamworth	Grant - with conditions -	01/03/2019
S.17/07/4121 W D1	18-Feb-2019	WCM	Boultons Skip Hire Limited	Submission of details in compliance with condition 2 of planning permission S.17/07/4121 W relating to notification of commencement of development	Moorfields Industrial Estate, Cotes Heath, Stafford	Acknowledgement of information required by condition -	25/02/2019
SM.11/17/142 M NMA4	22-Mar-2019	MCM	Tarmac Cement and Lime Limited	Non material amendment to conditions 40 (detailed restoration scheme) and 41 (details of a 5 year aftercare scheme) of planning permission SM.11/17/142 M to amend the timescales for the submission of details	Kingsley Quarry	Non-Material Amendment -	30/04/2019
N.18/00299 CN03 OC	08-Mar-2019	OC	Mr M Oulton	Consultation from Newcastle under Lyme Borough Council in connection with a submission to them related to the discharge of condition 3 (development programme) of planning permission 18/00299/FUL	Land at Doddlespool, Newcastle Road, Balterley	No Objections -	18/04/2019
S.17/01/4120 W D1	19-Dec-2018	WCM	Mr J Podmore	Submission of details in compliance with conditions 14 (Himalayan Balsam Control Implementation Plan) and 18 (Noise Monitoring Scheme) of planning permission S.17/01/4120 W	Blythe View Farm, Grindley Lane, Grindley	Approve details -	21/03/2019



Application No	Received	CAT	Applicant	Proposal	Location	Decision Taken
						Decision date



Not for publication by virtue of paragraph(s) 3  
of Part 1 of Schedule 12A  
of the Local Government Act 1972

Document is Restricted

